

**HUMAN SERVICES GROUP  
SUMMARY**

	<u>Page #</u>	<u>Approp</u>	<u>Revenue</u>	<u>Local Cost</u>
<b><u>GENERAL FUND</u></b>				
AGING AND ADULT SERVICES:				
AGING PROGRAMS	1-1-1	8,874,173	7,900,036	974,137
BEHAVIORAL HEALTH:				
BEHAVIORAL HEALTH	1-3-1	111,192,231	109,349,478	1,842,753
OFFICE OF ALCOHOL AND DRUG ABUSE	1-3-7	24,784,682	24,577,582	207,100
CHILD SUPPORT SERVICES	1-4-1	40,798,946	40,798,946	-
HEALTH CARE COSTS	1-5-1	135,600,146	117,900,146	17,700,000
HUMAN SERVICES SYSTEM:				
ADMINISTRATIVE CLAIM	1-6-2	331,489,425	319,725,182	11,764,243
SUBSISTENCE PAYMENTS	1-6-16	420,327,685	399,251,194	21,076,491
AID TO INDIGENTS	1-6-40	1,614,343	269,772	1,344,571
PUBLIC HEALTH:				
PUBLIC HEALTH	1-8-1	73,149,776	72,495,456	654,320
CALIFORNIA CHILDREN'S SERVICES	1-8-44	10,716,023	9,177,982	1,538,041
INDIGENT AMBULANCE	1-8-47	472,501		472,501
VETERANS AFFAIRS	1-9-1	1,108,218	264,000	844,218
TOTAL GENERAL FUND		1,160,128,149	1,101,709,774	58,418,375
<b><u>SPECIAL REVENUE FUNDS</u></b>				
		<u>Approp</u>	<u>Revenue</u>	<u>Fund Balance</u>
ARROWHEAD REGIONAL MEDICAL CENTER:				
TELEMEDICINE FEDERAL GRANT FUND	1-2-8	100,000	100,000	-
BEHAVIORAL HEALTH :				
SPECIAL PATIENT ACCOUNT	1-3-12	10,520	1,000	9,520
HUMAN SERVICES SYSTEM:				
PROPOSITION 36	1-6-42	8,197,710	5,884,883	2,312,827
PRESCHOOL SERVICES	1-7-1	36,747,139	36,850,315	(103,176)
PUBLIC HEALTH:				
CAJON PASS	1-8-49	109,396	81,000	28,396
TOTAL SPECIAL REVENUE FUNDS		45,164,765	42,917,198	2,247,567
<b><u>ENTERPRISE FUND</u></b>				
		<u>Operating Expense</u>	<u>Revenue</u>	
ARROWHEAD REGIONAL MEDICAL CENTER	1-2-1	244,992,195	246,621,803	

## OVERVIEW OF BUDGET

**DEPARTMENT:** AGING AND ADULT SERVICES (DAAS)  
**DIRECTOR:** MARY SAWICKI  
**BUDGET UNIT:** AGING PROGRAMS (AAF-OOA)

### I. GENERAL PROGRAM STATEMENT

The Aging Programs are predominately funded by several federal and state sources and are budgeted in the newly established budget unit AAF-OOA reported in organization codes (SBB, SBG, SYA, and SYW) as follows:

- Title III – Special programs for aging, which provide nutrition, supportive, preventative health, and legal services (*Budget Unit AAF-OOA-SBG*)
- Title VII – Long-term care ombudsman and elder abuse prevention (*Budget Unit AAF-OOA-SBG*)
- Title V – Senior Employment Program, which provides part-time employment services for seniors. (*Budget Unit AAF-OOA-SBB*)
- Title XIX – Multi-Purpose Senior Services Program (MSSP) which provides a variety of services to keep seniors safely in their home environment and out of nursing homes (*Budget Unit AAF-OOA-SYA*)
- CDBG – Supplements the nutrition program (*Budget Unit AAF-OOA-SBG*)
- Community-Based Services Programs which provides surplus food to the elderly, Alzheimer day care services, insurance counseling, senior companion services, and in-home services to keep persons in danger of institutionalization safely in their homes (*Budget Unit AAF-OOA-SYW*)

USDA – Supplements the cost of the nutrition program (*Budget Unit AAF-OOA-SBG*)

### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	-	-	-	8,874,173
Total Revenue	-	-	-	7,900,036
Local Cost	-	-	-	974,137
Budgeted Staffing				111.9

#### **Workload Indicators**

Senior Employment Enrollees	85
Meals Served	1,182,749
Sr Home & Health Care clients	345
Community Based Svcs clients	1,300
Information & Assistance contacts	41,958

### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

#### **STAFFING CHANGES**

Staffing has increased by a net 15.1 budgeted positions in 2002-03 (from 96.8 to 111.9). Changes consist of the following:

Added 7 budgeted positions for Title III/VII programs by transferring the following positions from the HSS Administrative budget to the Aging budget: 2-HSS Program Specialists, 1-Supervising Fiscal Clerk I, 1-Staff Analyst II, 1-Staff Analyst I, 1-Secretary 1 and 1-Supervising HSS Program Specialist. These positions in the past provided administrative support to the Adult Services programs. As time evolved, these positions have provided support more and more to the Aging Programs. In 2002-03, these positions will be appropriately accounted for in the Aging Programs budget.

Added 7.1 budgeted positions for the Title III/VII and Community Base Services programs that were incorrectly omitted from 2001-02 budgeted and/or not captured properly from EMACs to Budget Prep. These positions

## **AGING AND ADULT SERVICES**

include: 1-Accountant I and 4-Ombudsmans positions not recorded in Budget Prep, and 2.1-Social Services Aides incorrectly omitted.

Added 1 budgeted Nutritionist position to the Title III Nutrition program for FY02/03. Seeking mid-year Board approval of position on April 30, 2002 in order to commence a competitive recruitment process for an anticipated employment date of July 1, 2002. The duties of this position are currently being provided by a contracted vendor. DAAS is anticipating a minimum cost savings of \$51,670 per year by providing services directly through this budgeted position.

Added 3 budgeted Social Service Aides for the newly developed Title III-E Family Caregiver program as approved by the Board on November 6, 2001, Agenda Item #67.

Added 2 budgeted Accounting Technician positions for 2002-03 in the Title XIX and Community Base Services Programs due to a reclassification study that determined the Accounting Technician positions were in fact working within the correct classification. Therefore, 3 budgeted FTE Staff Analyst I positions have been removed.

Added 1 budgeted in 2002-03 for a Staff Analyst I position upgraded to a Staff Analyst II position. This position provides contract administration support to Aging Programs.

Additionally 6 positions were deleted from the Title III/VII and Senior Employment Programs as follows: 2 Regional Supervisors positions that will not be filled, 1-Staff Analyst I position which was reclassified into a Staff Analyst II position, 1-Social Service Practitioner due to reduced funding and 2-Staff Analyst I positions which were reclassified to Program Specialist positions.

The vacancy factor has been reduced by 3 (from 52.5 in 2001-02 to 49.5 in 2002-03) to accurately reflect the staffing vacancies.

### **PROGRAM CHANGES**

None

### **OTHER CHANGES**

The newly established specialized general fund AAF-OOA was developed for DAAS to eliminate the consistent cash flow problems the department has been experiencing. Due to long delays in State reimbursement, service providers often wait for payment from the department. Additionally, when the state budget is not approved on schedule, funds may not be available to the department for several months. Past experience has shown that when there are delays in approval of the state budget, DAAS typically does not receive funding for the new fiscal year until September. The delay in funding in turn causes late payment to the contracted service providers, who often complain to the Board of Supervisors. Allowing this department to be in the general fund would eliminate this problem. DAAS will ensure funds due to the department will be documented and track accordingly. DAAS has policies and procedures in place to ensure the department's expenditures stay within the allocated funds provided.

In 2002-03 it is estimated that one-time local cost of \$974,137 is required by the Title III/VII Aging Programs. Realignment of staff, stagnation of funding streams and the need to fund nutrition contracts at current levels has contributed to the need for one-time local funding to supplement traditional funding. DAAS will examine its staffing levels carefully in the coming year and make the necessary adjustments in order to stay within existing funding allocations. Local cost will be shifted from the HSS Administrative Claim budget (AAA DPA) and will be replaced by Realignment Sales Tax Revenue.

## **IV. POLICY ITEMS**

None

## **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: General Summary

FUNCTION: Public Assistance  
ACTIVITY: Administration

AAF OOA SBB, AAF OOA SBG, AAF OOA SYA, AAF OOA SYW

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b><u>Appropriations</u></b>								
Salaries and Benefits	-	-	-	-	-	3,787,658	3,787,658	
Services and Supplies	-	-	-	-	-	5,399,509	5,399,509	
Central Computer	-	-	-	-	-	44,797	44,797	
Transfers	-	-	-	-	-	519,843	519,843	
Total Exp Authority	-	-	-	-	-	9,751,807	9,751,807	
Less:								
Reimbursements	-	-	-	-	-	(877,634)	(877,634)	
Total Appropriation	-	-	-	-	-	8,874,173	8,874,173	
<b><u>Revenue</u></b>								
Use of Money & Prop	-	-	-	-	-	25,000	25,000	
State, Fed or Gov't Aid	-	-	-	-	-	7,845,036	7,845,036	
Other Revenue	-	-	-	-	-	30,000	30,000	
Total Revenue	-	-	-	-	-	7,900,036	7,900,036	
Local Cost	-	-	-	-	-	974,137	974,137	
Budgeted Staffing	-	-	-	-	-	111.9	111.9	

GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: General AAF OOA SBB

FUNCTION: Public Assistance  
ACTIVITY: Administration

AGING AND ADULT SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	-	-	-	-	-	927,668	927,668	
Services and Supplies	-	-	-	-	-	47,475	47,475	
Total Appropriation	-	-	-	-	-	975,143	975,143	
<b>Revenue</b>								
State, Fed or Gov't Aid	-	-	-	-	-	956,696	956,696	
Total Revenue	-	-	-	-	-	956,696	956,696	
Local Cost			-	-	-	18,447	18,447	
Budgeted Staffing	-	-	-	-	-	53.9	53.9	

## AGING AND ADULT SERVICES

### Recommended Program Funded Adjustments

Salaries and Benefits	927,867	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	23,842	50 cents increase in minimum wage
	10,691	MOU and retirement increases
	6,889	Increase in benefits for Senior Employment Enrollee hired as regular county employee.
	<u>(41,621)</u>	Over estimation of 2001-02 salaries and benefits
	<u>927,668</u>	
Services and Supplies	64,584	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>(17,109)</u>	Over estimation of 2001-02 services and supplies
	<u>47,475</u>	
Transfers	78,274	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>(78,274)</u>	Transfers will occur in Org. SBG
	<u>-</u>	
Reimbursements	(94,835)	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>94,835</u>	Transfers will occur in Org. SBG
	<u>-</u>	
Total Appropriations	<u>975,143</u>	
Revenues		
State and Federal Aid	995,713	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>(39,017)</u>	Over estimation of 2001-02 Revenue
	<u>956,696</u>	
Total Revenues	<u>956,696</u>	
Local Cost	<u>18,447</u>	

DEPARTMENT: Aging and Adult Services  
FUND: General AAF OOA SBG

ACTIVITY: Administration

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b><u>Appropriations</u></b>								
Salaries and Benefits	-	-	-	-	-	1,951,891	1,951,891	
Services and Supplies	-	-	-	-	-	4,450,446	4,450,446	
Central Computer	-	-	-	-	-	44,797	44,797	
Transfers	-	-	-	-	-	310,176	310,176	
Total Exp Authority	-	-	-	-	-	6,757,310	6,757,310	
Less:	-	-	-	-	-		-	
Reimbursements	-	-	-	-	-	(794,020)	(794,020)	
Total Appropriation	-	-	-	-	-	5,963,290	5,963,290	
<b><u>Revenue</u></b>								
Use of Money & Prop	-	-	-	-	-	25,000	25,000	
State, Fed or Gov't Aid	-	-	-	-	-	4,852,792	4,852,792	
Other Revenue	-	-	-	-	-	30,000	30,000	
Total Revenue	-	-	-	-	-	4,907,792	4,907,792	
Local Cost		-	-	-	-	1,055,498	1,055,498	
Budgeted Staffing	-	-	-	-	-	43.0	43.0	

AGING AND ADULT SERVICES

## AGING AND ADULT SERVICES

### Recommended Program Funded Adjustments

Salaries and Benefits	1,351,121	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	414,454	Transfer in of 7 Aging personnel from AAA-DPA
	103,874	New positions for Aging - 1 Accountant I & 1 Nutritionist.
	106,909	New positions for Aging - 7 part-time Ombudsman contractors.
	(139,795)	Positions eliminated - 2 Regional Supervisors & 1 Staff Analyst
	4,973	1 Staff Analyst I position upgraded to Staff Analyst II.
	83,573	MOU and Retirement increases
	26,782	Increase in benefits for Ombudsman Contractors previously PSE's.
	<u>1,951,891</u>	
Services and Supplies	5,096,683	Fund Change from SBG-OOA-OOA to AAF-OOA-SBG
	(88,000)	Reduction in Services & Supplies due to funding estimate from JESD not received.
	(325,670)	Reduction in Services & Supplies due to decrease in Title III-E Funding.
	(75,959)	Reduction in ISF and COWCAP charges mainly due to roll over credit
	(23,929)	Elimination of temporary help charges needed for state audit
	(254,050)	Reduction in purchases of services and supplies for the Adult Service Programs
	(26,629)	Reduction in service and supplies due to spending trends and tighter budgetary controls
	148,000	Additional funding for the Senior Nutrition Program.
	<u>4,450,446</u>	
Central Computer	19,562	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	<u>25,235</u>	Increase in ISD cost estimates for 2002-03
	<u>44,797</u>	
Transfers	438,604	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	(20,000)	Reduction in County Counsel charges
	(103,152)	Reduction in HSS trasferred cost to Aging Programs.
	(44,639)	Eliminate transfers within the OOA department due to consolidation to the AAF fund.
	39,363	Increase in rent charges.
	<u>310,176</u>	
Reimbursements	(1,373,952)	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	247,344	Eliminate transfers within the OOA department due to consolidation to the AAF fund.
	148,000	Eliminate HSS support for Senior Nutrition Program
	32,150	Reduction in purchases of services and supplies for the Adult Service Programs
	40,750	Decrease in estimated support from CDBG for Senior Nutrition Program
	36,688	Reduction in the Title III-E match due to reduction in fund
	75,000	Eliminate JESD funding for the transportation program not budgeted for 2002-03.
	<u>(794,020)</u>	
Total Appropriations	<u>5,963,290</u>	
Revenues	5,325,852	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
State and Federal Aid	(325,670)	Reduction in Services & Supplies due to decrease in Title III-E Funding.
	(51,833)	Reduction in State funding for the Title III Program.
	<u>(95,557)</u>	Reduction in Federal funding for the Title III Program.
	<u>(473,060)</u>	
	<u>4,852,792</u>	
Other Revenue	56,000	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	<u>(1,000)</u>	Eliminate one-time-only Board of Supervisors support to Senior Nutrition programs
	<u>55,000</u>	
Total Revenues	<u>4,907,792</u>	
Local Cost	<u>1,055,498</u>	



GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: General AAF OOA SYA

FUNCTION: Public Assistance  
ACTIVITY: Administration

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Salaries and Benefits					-	788,397	788,397	
Services and Supplies					-	357,561	357,561	
Transfers	-	-	-	-	-	209,667	209,667	
Total Exp Authority	-	-	-	-	-	1,355,625	1,355,625	
Less:					-		-	
Reimbursements	-	-	-	-	-	(83,614)	(83,614)	
Total Appropriation	-	-	-	-	-	1,272,011	1,272,011	
<b>Revenue</b>								
State, Fed or Gov't Aid	-	-	-	-	-	1,289,351	1,289,351	
Total Revenue	-	-	-	-	-	1,289,351	1,289,351	
Local Cost	-	-	-	-	-	(17,340)	(17,340)	
Budgeted Staffing					-	13.0	13.0	

## AGING AND ADULT SERVICES

### Recommended Program Funded Adjustments

Salaries and Benefits	622,917	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	29,828	1 Clerk II position full year funding
	58,907	1 social service practioner full year funding
	37,375	MOU increases
	21,653	Retirement increases
	30,973	7 positions for equity alignment
	<u>(13,256)</u>	Budgeted ugrade from an accounting technician to staff analyst I that did not occur
	<u>788,397</u>	
Services and Supplies	466,552	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	(83,614)	Cowcap charges will be charged through SBG
	<u>(25,377)</u>	Reduced misc. supplies
	<u>357,561</u>	
Central Computer	7,178	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>(7,178)</u>	Charges incurring in one Org. SBG
	<u>-</u>	
Transfers	360,943	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	(58,907)	Social service practitioner salary moved to salary & benefits
	<u>(92,369)</u>	Transfer amounts adjusted based on current years transfers
	<u>209,667</u>	
Reimbursements	(151,298)	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>67,684</u>	Reimbursement amounts adjusted based on current years transfers
	<u>(83,614)</u>	
Total Appropriations	<u>1,272,011</u>	
Revenues		
State and Federal Aid	1,290,351	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>(1,000)</u>	Federal revenue reduced allocation
	<u>1,289,351</u>	
Total Revenues	<u>1,289,351</u>	
Local Cost	<u>(17,340)</u>	

GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: General AAF OOA SYW

FUNCTION: Public Assistance  
ACTIVITY: Administration

AGING AND ADULT SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b><u>Appropriations</u></b>								
Salaries and Benefits	-	-	-	-	-	119,702	119,702	
Services and Supplies	-	-	-	-	-	544,027	544,027	
Total Appropriation	-	-	-	-	-	663,729	663,729	
<b><u>Revenue</u></b>								
State, Fed or Gov't Aid	-	-	-	-	-	746,197	746,197	
Total Revenue	-	-	-	-	-	746,197	746,197	
Local Cost			-	-	-	(82,468)	(82,468)	
Budgeted Staffing					-	2.0	2.0	

## AGING AND ADULT SERVICES

### Recommended Program Funded Adjustments

Salaries and Benefits	159,870	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	(51,883)	1 Social Service practitioner position decrease
	9,592	MOU and retirement increases
	<u>2,123</u>	Social service practioner upgraded from range 53 to 54
	<u>119,702</u>	
Services and Supplies	575,174	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	<u>(31,147)</u>	Decreased due to reduction in revnue
	<u>544,027</u>	
Transfers	122,119	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	<u>(122,119)</u>	Transfers will occur in SBG org
	<u>-</u>	
Total Appropriations	<u>663,729</u>	
Revenues		
State and Federal Aid	880,021	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	<u>(133,824)</u>	Decrease in revenue from state and federal allocation
	<u>746,197</u>	
Total Revenues	<u>746,197</u>	
Local Cost	<u>(82,468)</u>	

## Staffing Changes AAF-OOA

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
19563 Social Service Aide	1	1.00	CDA/NCOA Program/ was a full time PSE position hired on as regulat employee		Ongoing
19646 Staff Analyst I	-1	(1.00)	SBB Accounting Tech. Position requested reclassification did not occur	Regular	Ongoing
27504 Cont Nat Co on Aging	-1	(1.00)	Converted to Soc Svc Aide		
90001 Accounting Tech II D	1	1.00	Termination of National Council On Aging grant	Regular	Ongoing
1046 Accounting Technician	1	1.00	SYA - Accounting Tech. Position requested reclassification did not occur	Regular	Ongoing
19646 Staff Analyst I	-1	(1.00)	SYA - Accounting Tech reclassification did not occur		
3295 Clerk II	0	1.00	SYA - added position in 2001-02 50% of position wil support adult services	Regular	Ongoing
3300 Clerk III	-2	(2.00)	SYA- left positions unfilled due to lack of funding	Regular	Ongoing
19616 Social Service Pract.	1	1.00	SYA moved position from SYW	Regular	Ongoing
19616 Social Service Pract.	-2	(2.00)	SYW- moved one position to SYA, revenue was reduced in linkages	Regular	Ongoing
19385 Senior Services Counselor	1	1.00	SYW-Not included in original budget		
Vacancy Factor	0	1.00			
Accountant I	1	1.00	To reclassify budgeted PH Nurse position underfill in 2001-02	Regular	Ongoing
HSS Program Specialist	2	2.00	Adult Services staff doing Aging work	Regular	Ongoing
HSS Sup. Program Specialist	1	1.00	Adult Services staff doing Aging work	Regular	Ongoing
Nutritionist I	1	1.00	Position contracted in 2001-02	Regular	Ongoing
Regional Supervisor - Off Aging	-2	(2.00)	Positions eliminated in 2001-02	Regular	Ongoing
Secretary I	0	1.00	Position budgeted and filled with transfer from Adult Services	Regular	Ongoing
Social Service Aid	3	5.10	Eliminate 1 authorized not needed, add budget 3 positions for Title III-E, add 2.1 FTE to correct 2001-02 error	Regular	Ongoing
Staff Analyst I	-1	(1.00)	Accounting Tech Upgrade did not occur	Regular	Ongoing
Staff Analyst I	-2	(2.00)	Position replaced and upgraded to Program Specialist I	Regular	Ongoing
19646 Staff Analyst I	-1	(1.00)	Position upgraded to Staff Analyst II	Regular	Ongoing
19647 Staff Analyst I	1	1.00	Adult Services staff doing Aging work		
Staff Analyst II	1	1.00	Position upgraded from Staff Analyst I	Regular	Ongoing
Staff Analyst II	1	1.00	Adult Services staff doing Aging work	Regular	Ongoing
Supervising Fiscal Clerk I	1	1.00	Adult Services staff doing Aging work	Regular	Ongoing
Contract Ombudsman	7	4.00	Positions priviously PSE not on 2001-02 budget	Contract	Ongoing
Vacancy Factor	0	2.00			
Total:	11	15.10			

## OVERVIEW OF BUDGET

DEPARTMENT: AGING AND ADULT SERVICES  
DIRECTOR: MARY SAWICKI  
BUDGET UNIT: AGING PROGRAMS (SBB OOA, SBG OOA, SYA OOA, SYW OOA)

### I. GENERAL PROGRAM STATEMENT

The aging programs are predominately funded by several federal and state sources and are budgeted in budget units SBB, SBG, SYA, and SYW as follows:

- Title III – Special programs for aging, which provide nutrition, supportive, preventative health, and legal services (*Budget Unit SBG*)
- Title VII – Long-term care ombudsman and elder abuse prevention (*Budget Unit SBG*)
- Title V – Senior Employment Program, which provides part-time employment services for seniors. (*Budget Unit SBB*)
- Title XIX – Multi-Purpose Senior Services Program (MSSP) which provides a variety of services to keep seniors safely in their home environment and out of nursing homes (*Budget Unit SYA*)
- CDBG – Supplements the nutrition program (*Budget Unit SBG*)
- Community-Based Services Programs which provides surplus food to the elderly, Alzheimer day care services, insurance counseling, senior companion services, and in-home services to keep persons in danger of institutionalization safely in their homes (*Budget Unit SYW*)
- USDA – Supplements the cost of the nutrition program (*Budget Unit SBG*)

### II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Estimated 2001-02	Budget 2002-03
Total Appropriation	6,609,999	8,261,772	7,486,671	-
Total Revenue	6,644,999	8,138,346	7,437,935	-
Fund Balance		123,426		
Budgeted Staffing		96.8		
<b><u>Workload Indicators</u></b>				
Senior Employment Enrollees	220	240	160	
Meals Served	1,159,741	1,063,000	1,148,300	
Sr Home & Health Care clients	280	425	337	
Community Based Svcs clients	1,167	1,165	1,384	
Information & Assistance contacts	36,760	38,292	40,736	

### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

#### **STAFFING CHANGES**

None

#### **PROGRAM CHANGES**

None

## **AGING AND ADULT SERVICES**

### **OTHER CHANGES**

The newly established specialized general fund AAF-OOA was developed for DAAS to eliminate the consistent cash flow problems the Department has been experiencing. Due to long delays in State reimbursement, service providers often wait for payment from the Department. Additionally, when the state budget is not approved on schedule, funds may not be available to the Department for several months. Past experience has shown that when there are delays in approval of the state budget, DAAS typically does not receive funding for the new fiscal year until September. The delay in funding in turn causes late payment to the contracted service providers, who often complain to the Board of Supervisors. Allowing this department to be in the general fund would eliminate this problem. DAAS will ensure funds due to the Department will be documented and track accordingly. DAAS has policies and procedures in place to ensure the Department's expenditures stay within the allocated funds provided.

#### **IV. POLICY ITEMS**

None

#### **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services

FUNCTION: Public Assistance  
ACTIVITY: Administration

FUND: Special Revenue Summary  
SBB OOA, SBG OOA, SYA OOA, SYW OOA

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Salaries and Benefits	2,688,242	2,889,558	-	172,217	3,061,775	(3,061,775)	-	
Services and Supplies	5,014,646	5,862,300	-	340,693	6,202,993	(6,202,993)	-	
Central Computer	15,083	26,740	-		26,740	(26,740)	-	
Transfers	836,244	973,530	-	26,410	999,940	(999,940)	-	
Total Exp Authority	8,554,215	9,752,128	-	539,320	10,291,448	(10,291,448)	-	
Less:								
Reimbursements	(1,067,544)	(1,490,356)	-	-129,729	(1,620,085)	162,085	-	
Total Appropriation	7,486,671	8,261,772	-	409,591	8,671,363	(8,671,363)	-	
<b>Revenue</b>								
Use of Money & Prop	23,000	25,000	-	-	25,000	(25,000)	-	
State, Fed or Gov't Aid	7,360,163	8,083,346	-	408,591	8,491,937	(8,491,937)	-	
Other Revenue	54,772	30,000	-	1,000	31,000	(31,000)	-	
Total Revenue	7,437,935	8,138,346	-	409,591	8,547,937	(8,547,937)	-	
Fund Balance	-	123,426	-	-	123,426	(123,426)	-	
Budgeted Staffing		96.8			96.8	(96.8)	-	



GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: Special Revenue SBB OOA

FUNCTION: Public Assistance  
ACTIVITY: Administration

AGING AND ADULT SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	881,455	882,361	-	45,506	927,867	(927,867)	-	
Services and Supplies	36,148	59,573	-	5,011	64,584	(64,584)	-	
Transfers	<u>67,965</u>	<u>78,274</u>	<u>-</u>	<u>-</u>	<u>78,274</u>	<u>(78,274)</u>	<u>-</u>	
Total Exp Authority	985,568	1,020,208	-	50,517	1,070,725	(1,070,725)	-	
Less:								
Reimbursements	<u>(43,706)</u>	<u>(94,835)</u>	<u>-</u>	<u>-</u>	<u>(94,835)</u>	<u>94,835</u>	<u>-</u>	
Total Appropriation	941,862	925,373	-	50,517	975,890	(975,890)	-	
<b>Revenue</b>								
State, Fed or Gov't Aid	907,140	945,196	-	50,517	995,713	(995,713)	-	
Total Revenue	907,140	945,196	-	50,517	995,713	(995,713)	-	
Fund Balance	-	(19,823)	-	-	(19,823)	19,823	-	
Budgeted Staffing	53.8	53.8			53.8	(53.8)	-	

## AGING AND ADULT SERVICES

### Mid-Year Increases

Salaries & Benefits	45,506	\$25,461 for 50 cent minimum wage increase from state, \$20,045 for 502e program from Federal goes to Board April 30, 2002 item number TBD.
Services & Supplies	5,011	Increase for 502e program from Federal Board date April 30, 2002 item number TBD
Subtotal Mid-Year Appropriation	<u>50,517</u>	Federal & State Revenue. Board date April 30, 2002 item number TBD.
Subtotal Mid-Year Revenue	<u>50,517</u>	
Subtotal Mid-Year Fund Balance	<u>-</u>	

### Recommended Program Funded Adjustments

Salaries and Benefits	<u>(927,867)</u>	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>(927,867)</u>	
Services and Supplies	<u>(64,574)</u>	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>(64,574)</u>	
Transfers	<u>(78,274)</u>	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
Reimbursements	<u>94,835</u>	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>94,835</u>	
Total Appropriations	<u>(975,880)</u>	
Revenues		
State and Federal Aid	<u>(995,713)</u>	Fund change from SBB-OOA-OOA to AAF-OOA-SBB
	<u>(995,713)</u>	
Total Revenues	<u>(995,713)</u>	
Fund Balance	<u>19,833</u>	

GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: Special Revenue SBG OOA

FUNCTION: Public Assistance  
ACTIVITY: Administration

AGING AND ADULT SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Salaries and Benefits	1,106,225	1,224,410	126,711	-	1,351,121	(1,351,121)	-	
Services and Supplies	4,185,509	4,761,001	335,682	-	5,096,683	(5,096,683)	-	
Central Computer	15,083	19,562	-	-	19,562	(19,562)	-	
Transfers	<u>402,579</u>	<u>412,194</u>	<u>26,410</u>	<u>-</u>	<u>438,604</u>	<u>(438,604)</u>	<u>-</u>	
Total Exp Authority	5,709,396	6,417,167	488,803	-	6,905,970	(6,905,970)	-	
Less:								
Reimbursements	<u>(959,073)</u>	<u>(1,244,223)</u>	<u>(129,729)</u>	<u>-</u>	<u>(1,373,952)</u>	<u>1,373,952</u>	<u>-</u>	
Total Appropriation	4,750,323	5,172,944	359,074	-	5,532,018	(5,532,018)	-	
<b>Revenue</b>								
Use of Money & Prop	23,000	25,000	-	-	25,000	(25,000)	-	
State, Fed or Gov't Aid	4,643,426	4,967,778	358,074	-	5,325,852	(5,325,852)	-	
Other Revenue	30,000	30,000	1,000	-	31,000	(31,000)	-	
Total Revenue	4,696,426	5,022,778	359,074	-	5,381,852	(5,381,852)	-	
Fund Balance	-	150,166	-	-	150,166	(150,166)	-	
Budgeted Staffing		28.0			28.0	(28.0)	-	

## AGING AND ADULT SERVICES

### Base Year Adjustments

Salaries & Benefits	<u>126,711</u>	3 Social Service Aid positions with Title III-E funds. Board Item #67 11/06/01
Services & Supplies	<u>278,176</u>	Additional funding for the Title III-E program. Board Item # 67 11/06/01
	<u>57,506</u>	Expend. for nutrition program - realignment funds. Board Item #44 11/20/01
	<u>335,682</u>	
Transfers	<u>26,410</u>	Reverse original est. match for the Title III-E program. BAI #67 11/6/01
Reimbursements	<u>(46,616)</u>	Funding for the nutrition program - realignment funds. BAI #44 11/20/01
Reimbursements	<u>(83,113)</u>	Revised est. match for funding for the Title III-E program. BAI #67 11/06/01
	<u>(129,729)</u>	
Subtotal Base Year Appropriation	<u>359,074</u>	
Federal Other	<u>9,890</u>	Additional USDA funding from CDA Board Item #44 11/20/01
Federal Other	<u>348,184</u>	One Time Only funds - Title III-E program from CDA. BAI #67 11/06/01
Board of Supervisors	<u>1,000</u>	Board of Supervisors funding for Steelworker to purchase Camper Shell. BAI #44 11/20/01
Subtotal Base Year Revenue	<u>359,074</u>	
Subtotal Base Year Fund Balance	<u>-</u>	

### Recommended Program Funded Adjustments

Salaries and Benefits	<u>(1,351,121)</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	<u>(1,351,121)</u>	
Services and Supplies	<u>(5,096,683)</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	<u>(5,096,683)</u>	
Central Computer	<u>(19,562)</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
Transfers	<u>(438,604)</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
Reimbursements	<u>1,373,952</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
Total Appropriations	<u>(5,532,018)</u>	
Revenues		
Interest Earned	<u>(25,000)</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
State and Federal Aid	<u>(5,325,852)</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	<u>(5,350,852)</u>	
Other Revenue	<u>(31,000)</u>	Fund change from SBG-OOA-OOA to AAF-OOA-SBG
	<u>(31,000)</u>	
Total Revenues	<u>(5,381,852)</u>	
Fund Balance	<u>(150,166)</u>	

GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: Special Revenue SYA OOA

FUNCTION: Public Assistance  
ACTIVITY: Administration

AGING AND ADULT SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b><u>Appropriations</u></b>								
Salaries and Benefits	587,969	622,917	-	-	622,917	(622,917)	-	
Services and Supplies	275,861	466,552	-	-	466,552	(466,552)	-	
Central Computer	-	7,178	-	-	7,178	(7,178)	-	
Transfers	<u>254,900</u>	<u>360,943</u>	-	-	<u>360,943</u>	<u>(360,943)</u>	-	
Total Exp Authority	1,118,730	1,457,590	-	-	1,457,590	(1,457,590)	-	
Less:								
Reimbursements	<u>(55,407)</u>	<u>(151,298)</u>	-	-	<u>(151,298)</u>	<u>151,298</u>	-	
Total Appropriation	1,063,323	1,306,292	-	-	1,306,292	(1,306,292)	-	
<b><u>Revenue</u></b>								
State, Fed or Gov't Aid	1,063,400	1,290,351	-	-	1,290,351	(1,290,351)	-	
Other Revenue	<u>(461)</u>	<u>-</u>	-	-	<u>-</u>	<u>-</u>	-	
Total Revenue	1,062,939	1,290,351	-	-	1,290,351	(1,290,351)	-	
Fund Balance	-	15,941	-	-	15,941	(15,941)	-	
Budgeted Staffing	12.0	12.0			12.0	(12.0)	-	

## AGING AND ADULT SERVICES

### Recommended Program Funded Adjustments

Salaries and Benefits	<u>(622,917)</u>	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>(622,917)</u>	
Services and Supplies	<u>(466,552)</u>	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>(466,552)</u>	
Central Computer	<u>(7,178)</u>	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>(7,178)</u>	
Transfers	<u>(360,943)</u>	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>(360,943)</u>	
Reimbursements	<u>151,298</u>	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>151,298</u>	
Total Appropriations	<u>(1,306,292)</u>	
Revenues		
State and Federal Aid	<u>1,290,351</u>	Fund change from SYA-OOA-OOA to AAF-OOA-SYA
	<u>1,290,351</u>	
Total Revenues	<u>1,290,351</u>	
Fund Balance	<u>(15,941)</u>	

GROUP: Human Services System  
DEPARTMENT: Aging and Adult Services  
FUND: Special Revenue SYW OOA

FUNCTION: Public Assistance  
ACTIVITY: Administration

AGING AND ADULT SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	112,593	159,870	-	-	159,870	(159,870)	-	
Services and Supplies	517,128	575,174	-	-	575,174	(575,174)	-	
Transfers	110,800	122,119	-	-	122,119	(122,119)	-	
Total Exp Authority	740,521	857,163	-	-	857,163	(857,163)	-	
Less:								
Reimbursements	(9,358)	-	-	-	-	-	-	
Total Appropriation	731,163	857,163	-	-	857,163	(857,163)	-	
<b>Revenue</b>								
State, Fed or Gov't Aid	746,197	880,021	-	-	880,021	(880,021)	-	
Total Revenue	746,197	880,021	-	-	880,021	(880,021)	-	
Fund Balance	-	(22,858)	-	-	(22,858)	22,858	-	
Budgeted Staffing	2.0	3.0			3.0	(3.0)	-	

## AGING AND ADULT SERVICES

### Recommended Program Funded Adjustments

Salaries and Benefits	<u>(159,870)</u>	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	<u>(159,870)</u>	
Services and Supplies	<u>(575,174)</u>	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	<u>(575,174)</u>	
Transfers	<u>(122,119)</u>	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	<u>(122,119)</u>	
Total Appropriations	<u>(857,163)</u>	
Revenues		
State and Federal Aid	<u>(880,021)</u>	Fund change from SYW-OOA-OOA to AAF-OOA-SYW
	<u>(880,021)</u>	
Total Revenues	<u>(880,021)</u>	
Fund Balance	<u>22,858</u>	



## OVERVIEW OF BUDGET

DEPARTMENT: ARROWHEAD REGIONAL MEDICAL CENTER  
DIRECTOR: MARK H. UFFER

	Current Exp/ Appropriation	Revenue	Fund Balance	Staffing
Arrowhead Regional Medical Center	244,992,195	246,621,803	-	2,290.3
Telemedicine Federal Grant Fund	100,000	100,000	-	-
Total	245,092,195	246,721,803	-	2,290.3

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### BUDGET UNIT: ARROWHEAD REGIONAL MEDICAL CENTER (EAD MCR)

#### I. GENERAL PROGRAM STATEMENT

The Arrowhead Regional Medical Center provides inpatient and outpatient medical care to County residents in accordance with state law. The medical center operates through an enterprise fund. Under this system, revenues earned from operations are retained to fund the program.

#### II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Estimated 2001-02	Budget 2002-03
Total Operating Expense	218,811,450	223,718,475	236,357,419	244,992,195
Total Financing	226,248,974	225,193,035	235,696,490	246,621,803
Fixed Assets	1,469,679	1,474,560	1,621,401	1,629,608
Budgeted Staffing		2,189.5		2,290.3

##### Workload Indicators

Aver. Daily Inpatient Census ARMC	232	231	246	246
Aver. Daily Inpatient Census DBH	54	51	59	59
Emergency Room Visits	66,635	65,000	62,000	63,000
Outpatient Clinic Visits	199,267	196,000	207,000	208,000

Significant differences between estimated and budget for 2001-02 existed in services and supplies due to the hospital experiencing an inpatient census increase of 6.5% as well as a 15.7% increase in Behavioral Health inpatient census and a 5.6% increase in outpatient visits. These increases were also reflected in revenues. Variances in transfers were due to additional debt service payments. Other Revenue decreased due to the elimination of the fee for service subvention funds used for debt service payments partially offset by a payment received from Central Collections for six years of interest paid on delinquent accounts.

This budget assumes only the known impacts due to the looming State budget crisis. The potential revenue impacts that result from the Upper Payment Limit changes and other changes in the Disproportionate Share Hospital programs are unknown. However, if these areas of concern above become significant, this budget will have to be readdressed at that time.

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

In addition to mid-year adjustments, budgeted staffing increased by a net total of 52.1 positions. This increase includes 24.6 positions on the nursing floors to handle the 6.5% increase in inpatient census, 20.0 additional Security Technicians for added security after the September 11, 2001 terrorist attack and increased need for more security in the Emergency Room with Behavioral Health patients, 5.0 positions were added to Information Services to provide twenty four hour staffing to the help desk, 8.0 positions were added to perform the County Medical Service Program in-house pending approval from the Board of Supervisors. In the event that approval is

## **ARROWHEAD REGIONAL MEDICAL CENTER**

not granted, these positions will be deleted from the budget. Also included is the deletion of 5.5 positions in various ancillary departments.

Also reflected are increases in salaries and benefits costs due to labor negotiations (\$5.9 million) and the addition of 48.75 positions fully funded by Behavioral Health revenues, proposition 10 revenues, Medi-cal, Medicare, and insurance revenues.

### **PROGRAM CHANGES**

Program changes affecting the budget include increases of \$1.9 million in medical supplies due to a 6.5% increase in inpatient census and 4% inflation, \$0.6 million for the Medically Indigent Adult Program (MIA) due to greater anticipated heart referrals and rate increases at St. Bernardines and Loma Linda University Medical Center, \$1.5 million in professional services due to volume increases in various contracted services such as pharmacy and doctors services, \$1.5 million in Cowcap expenses. These increases are offset by decreases of \$2.3 million in computer software due to the elimination of the old Hospital Information system contract, the reduction of up-front fees for the new system that went live on April 2002, \$1.0 million in utility expense since the anticipated levels for natural gas from the prior year budget did not materialize, \$0.5 million in insurance expenses due to rate changes, and \$0.4 million in various miscellaneous expenses.

Also reflected in Services and Supplies are the following: the new Medically Indigent Adult program to reimburse private hospitals (\$2.5 million) which is funded by realignment, various expenses for the proposition 10 program (\$1.0 million) which are fully reimbursed, and inflation (\$1.7 million).

Although debt service remains relative stable for fiscal year 2002-03, ARMC plans to make additional contributions for debt service payments thus freeing realignment funds for other purposes. As a result of these additional contributions and due to an accounting change, transfers increased \$4.3 million partially offset by a decrease in site re-use expenses of \$0.8 million.

Major changes in program revenues include a net increase of \$8.3 million in Medi-Cal revenues due to the following: projected increases in capitated payments based on higher expected number of enrollees (\$3.4 million), increases in SB855 and SB1255 Disproportionate Share Hospital revenues (\$4.3 million), inpatient volume increases (\$2.4 million), outpatient volume and reimbursement rates increases (\$4.4 million) less the deletion of one-time Medi-Cal outpatient settlement (6.2 million); \$8.0 million increase in insurance revenues due to higher volume, enhanced collection, and higher reimbursement rates resulting from restructuring of insurance contracts; \$1.2 million increase in Behavioral Health revenues due to a 15.7% increase in inpatient census.

### **OTHER CHANGES**

Due to an accounting change, realignment is now recorded as operating transfers in instead of revenue. Also reflected in operating transfers in is the deletion of the fee for service subvention funds (\$1.7 million) and the one-time Telemedicine grant (\$1.2 million), and the reduction in realignment (\$0.8 million) due to a decrease in County Medical Center site-reuse need.

Other revenues increased by \$231,000 due to various miscellaneous changes.

## **IV. POLICY ITEMS**

None

## **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: Arrowhead Regional Medical Center  
FUND: Enterprise EAD MCR

FUNCTION: Health & Sanitation  
ACTIVITY: County Medical Center

ARROWHEAD REGIONAL MEDICAL CENTER

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b><u>Appropriations</u></b>								
Salaries and Benefits	111,132,144	109,600,354	5,930,015	3,013,817	118,544,186	2,228,952	120,773,138	
Services and Supplies	115,477,804	108,279,943	1,671,127	3,631,653	113,582,723	1,256,163	114,838,886	
Central Computer	876,218	995,877	-	-	995,877	(101,896)	893,981	
Other Charges	-	-	-	-	-	78,545	78,545	
Transfers	-	-	-	-	-	177,645	177,645	
Total Appropriation	227,486,166	218,876,174	7,601,142	6,645,470	233,122,786	3,639,409	236,762,195	
Operating Transfers Out	8,871,253	4,842,301	-	-	4,842,301	3,387,699	8,230,000	
Total Operating Expense	236,357,419	223,718,475	7,601,142	6,645,470	237,965,087	7,027,108	244,992,195	
<b><u>Revenue</u></b>								
Current Services	54,926,428	44,376,500	-	2,000,620	46,377,120	9,201,580	55,578,700	
State, Fed or Gov't Aid	175,824,821	175,322,343	-	4,400,508	179,722,851	(22,251,845)	157,471,006	
Other Revenue	3,506,210	2,561,097	-	-	2,561,097	231,000	2,792,097	
Total Revenue	234,257,459	222,259,940	-	6,401,128	228,661,068	(12,819,265)	215,841,803	
Operating Transfers In	1,439,031	2,933,095	-	-	2,933,095	27,846,905	30,780,000	
Total Financing	235,696,490	225,193,035	-	6,401,128	231,594,163	15,027,640	246,621,803	
<b><u>Fixed Asset</u></b>								
Fixed Asset Equipment	1,000,000	1,000,000	-	-	1,000,000	-	1,000,000	
Capital Lease Equipment	621,401	474,560	-	-	474,560	155,048	629,608	
Total Fixed Asset	1,621,401	1,474,560	-	-	1,474,560	155,048	1,629,608	
Budgeted Staffing		2,189.5		48.7	2,238.2	52.1	2,290.3	

# ARROWHEAD REGIONAL MEDICAL CENTER

## Base Year Adjustments

Salaries and Benefits	5,930,015	MOU and retirement increases
Services and Supplies	1,671,127	Inflation
Subtotal Base Year Operating Expense	<u>7,601,142</u>	
Subtotal Base Year Revenue	<u>-</u>	

## Mid-Year Adjustments

Salaries and Benefits	1,328,955	Addition of 23 FTE's for Arrowhead Behavioral Health approved by the Board on July 31, 2001
	464,925	Addition of 6.75 FTE's for Proposition 10 approved by the board on December 4, 2001.
	88,479	Added 1 FTE Human Resources Officer I approved by the Board on October 23, 2001.
	86,096	Added 3 FTE's to Sterile Processing approved by the Board on February 11, 2002.
	122,664	Added 2 FTE's to Radiology approved by the Board on February 11, 2002.
	67,462	Added 1 FTE Supervising Social Services Practitioner approved by the Board on February 11, 2002.
	148,003	Added 2 FTE Medi-Cal Specialists and 1 FTE Fiscal Clerk I approved by the Board on October 16, 2001.
	88,169	Added 1 FTE-Dietician and 1 FTE-Dietetic Tech. To Nutrition Services approved by the Board on October 02, 2001.
	398,986	Added 6 FTE Registered Cardio Pulmonary Nurses approved by the Board on October 02, 2001.
	101,712	Added 1 FTE Contract Quality Management Director approved by the Board on May 20, 2001.
	116,175	Equity increases to nurses classifications approved by the Board on April 16, 2002
	43,114	Classification action 1 FTE replaced clerk II approved by the Board on April 9, 2002
	(40,923)	Classification action (1) FTE replaced by Clerk III approved by the Board on April 9, 2002
Subtotal	<u>3,013,817</u>	
Services and Supplies	925,677	Proposition 10 additional expenses approved by the Board on December 4, 2001.
	2,550,000	Reimbursement to private hospitals for MIA approved by the Board on February 26, 2002.
	30,000	Dr. Greene addition for CMSP pediatric allergy services approved by the Board on January 15, 2002.
	125,976	New McKee clinic rental approved by the Board on March 19, 2002.
Subtotal	<u>3,631,653</u>	
Subtotal MidYear Operating Expense	<u>6,645,470</u>	
	1,701,165	Increased Behavioral Health revenue.
	299,455	Increased Insurance revenue.
Subtotal	2,000,620	
	1,390,602	Proposition 10 revenue.
	2,550,000	Additional Realignment revenue to fund MIA payments to private hospitals.
	209,425	Increased Medi-Cal revenue.
	250,481	Increased Medicare revenue.
Subtotal	<u>4,400,508</u>	
Subtotal MidYear Revenue	<u>6,401,128</u>	

# ARROWHEAD REGIONAL MEDICAL CENTER

Recommended Program Funded Adjustments		
Salaries and Benefits	<u>2,228,952</u>	Addition of 52.06 FTE's for additional census.
Services and Supplies	572,727	Increased heart referrals to ST. Bernardines & Loma Linda Univ. Medical Center and volume increases at MIA clinics.
	100,600	Increases in various communication expenses per budget instructions
	290,000	Meal sales up approximately 6% offset by increases in revenues
	(2,335,092)	Expiration of Shared Medical Svstems contract - old Hospital Information Svstem (HIS). less Meditech (new HIS)
	200,000	Computer upgrades and related peripherals
	(954,000)	Projected increased rates due to temporary natural gas shortage not realized.
	(534,498)	Net decreased insurance rates from Risk Management.
	1,522,156	COWCAP Increased per new billing schedule.
	(341,230)	Net Information Systems Department decrease per Budget instructions.
	636,735	Institutional Pharmacy - increased inpatient and outpatient volume.
	394,000	Increased payments to other IEHP hospitals from higher volumes.
	300,000	Jordan Neuroscience - significant volume increase due to service expansion.
	209,000	Gambro kidney dialysis volume increases.
	(100,000)	Reduction in Calif. Newborn screeninas - now billed to patient.
	1,878,705	Increased supply purchases for increased volume and inflation.
	122,854	Increased specialty beds and accessories from increased census.
	139,006	Increased lab reagent rentals from increased census.
	(95,540)	Las Palomas rent payment assumed by Valley OB/GYN.
	(46,020)	High Desert clinic budgeted in transfers per GASB 34.
	(115,000)	Human Resources Officer (HRO) II budgeted in transfers per GASB 34
	<u>(588,240)</u>	Net decreases for all other Services & Supplies.
	<u>1,256,163</u>	
Central Computer	<u>(101,896)</u>	
Other Charges	<u>78,545</u>	
Transfers	59,445	High Desert clinic lease.
	<u>118,200</u>	HRO II previously budgeted in services and supplies
	<u>177,645</u>	
Total Expenditure Authority	<u>3,639,409</u>	
Operating Transfers Out	4,157,699	Increase in ARMC debt service contributions
	<u>(770,000)</u>	Decrease in County Medical Center (CMC) site re-use needs
	<u>3,387,699</u>	
Total Operating Expense	<u>7,027,108</u>	
Current Services	1,252,835	Department Behavioral Health paid days increasing with census increase of 15.7%.
	<u>7,948,745</u>	Increased Private Pav and Insurance revenues due to increased census and enhanced collection.
	<u>9,201,580</u>	
State and Federal Aid	(31,550,000)	Realignment now budgeted as operating transfers in.
	437,043	Increased allocation of Tobacco Tax (proposition 99).
	(6,200,000)	Elimination of the Medi-Cal Outpatient settlement.
	3,366,500	Increased capitated payments due to higher number of enrollees.
	1,000,000	Increased SB855 payment.
	6,825,575	Increased Medi-Cal inpatient days, outpatient volume and 30% rate increase.
	3,311,797	Increased budgeted SB1255 amount.
	<u>557,240</u>	Increased Medicare Inpatient and Outpatient volume.
	<u>(22,251,845)</u>	
Other Revenue	<u>231,000</u>	Various increases and decreases in other revenues.
	<u>231,000</u>	
Total Revenues	<u>(12,819,265)</u>	
Operating Transfers In	31,550,000	Realignment previously budgeted as revenue.
	(770,000)	Decrease in Realignment due to decrease in CMC site re-use needs.
	(1,733,095)	Fee for service subvention eliminated
	<u>(1,200,000)</u>	Elimination of a one-time Telemedicine Grant.
	<u>27,846,905</u>	
Total Sources	<u>15,027,640</u>	
Fixed Assets	<u>155,048</u>	Increased in Capital leases due to new leases and renewals of old ones.

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Human Resource Off I	1	1.00	Increased workload in Human Resources	Mid-Year	Ongoing
CS Attendent I	2	2.00	Increased workload in Sterile Processing	Mid-Year	Ongoing
CS Attendent II	1	1.00	Increased workload in Sterile Processing	Mid-Year	Ongoing
Super Soc Svc Pract	1	1.00	Increased workload in Social Services	Mid-Year	Ongoing
Clerk II	24	26.94	Midyear addition to replace budgeted PSE's, includes 2 FTEs for CMSP	Mid-Year	Ongoing
Clinic Assistant	3	3.00	Midyear addition to replace budgeted PSE's	Mid-Year	Ongoing
Dietitian	1	1.00	Increased workload in Dietary Services	Mid-Year	Ongoing
Dietetic Technician	1	1.00	Increased workload in Dietary Services	Mid-Year	Ongoing
Electrocardiogram Tech	(1)	(1.01)	Midyear reclass to Clinic Assistant	Mid-Year	Ongoing
Clinic Assistant	1	1.01	Midyear reclass from Electrocardiogram Technician	Mid-Year	Ongoing
Fiscal Clerk I	1	1.00	Midyear addition to replace budgeted PSE	Mid-Year	Ongoing
Clinical Therapist I	4	4.00	Midyear additions for increased Behavioral Health census	Mid-Year	Ongoing
Mental Health Nurse II	5	5.00	Midyear additions for increased Behavioral Health census	Mid-Year	Ongoing
Reg Cardio Pulm Nurse	6	6.00	Midyear additions for increased census	Mid-Year	Ongoing
Occup Therapist I	1	1.00	Midyear additions for increased Behavioral Health census	Mid-Year	Ongoing
Occup Therapy Asst	2	2.00	Midyear additions for increased Behavioral Health census	Mid-Year	Ongoing
Psych Technician I	11	11.00	Midyear additions for increased Behavioral Health census	Mid-Year	Ongoing
Public Service Employee	(31)	(27.94)	Midyear conversion of PSE's to various other positions	Mid-Year	Ongoing
RCP III Neonatal Coord	(1)	(1.00)	Midyear conversion to RCP III	Mid-Year	Ongoing
RCP III	1	1.00	Midyear conversion from RCP III - Neonatal Coordinator	Mid-Year	Ongoing
Spec Proc Rad Tech I	2	2.00	Midyear additions because of 75% increase in Angiography procedures	Mid-Year	Ongoing
Cont Medi-Cal Specialist	2	2.00	Midyear additions to enroll and qualify more patients for Medi-Cal	Mid-Year	Ongoing
Cont Quality Mgt Director	1	1.00	Midyear addition to coordinate JCAHO issues	Mid-Year	Ongoing
Cont Health Educ Spec	1	1.00	Midyear addition for Prop 10	Mid-Year	Ongoing
Cont Spec Prog Coord	1	1.00	Midyear addition for Prop 10	Mid-Year	Ongoing
Cont Lactation Spec	2	1.75	Midyear addition for Prop 10	Mid-Year	Ongoing
Cont Doula Specialist	1	1.00	Midyear addition for Prop 10	Mid-Year	Ongoing
Cont Doula Support	1	1.00	Midyear addition for Prop 10	Mid-Year	Ongoing
Cont Doula Supp Liaison	1	1.00	Midyear addition for Prop 10	Mid-Year	Ongoing
Asst Dir Resp Therapy	(1)	(1.00)	Reclass to Supervising Respiratory Care Practitioner	Mid-Year	Ongoing
Super Resp Care Pract	1	1.00	Reclass from Assistant Director of Respiratory Therapy	Mid-Year	Ongoing
Business Appl Manager	3	3.00	Reclass from Supervising Automated Systems Analyst II	Mid-Year	Ongoing
Super Auto Sys Anl II	(3)	(3.00)	Reclass to Business Applications Manager	Mid-Year	Ongoing
Business System Anl II	2	2.00	Reclass from Staff Analyst II	Mid-Year	Ongoing
Staff Analyst II	(2)	(2.00)	Reclass to Business System Analyst II	Mid-Year	Ongoing
Business System Anl III	2	2.00	Reclass from Supervising Automated Systems Analyst II	Mid-Year	Ongoing
Super Auto Sys Anl II	(2)	(2.00)	Reclass to Business System Analyst III	Mid-Year	Ongoing
Business System Anl III	1	1.00	Reclass from Staff Analyst II	Mid-Year	Ongoing
Staff Analyst II	(1)	(1.00)	Reclass to Business System Analyst III	Mid-Year	Ongoing
Auto System Tech	5	5.00	Midyear addition to man help desk in Information Services	Mid-Year	Ongoing
Clerk II	10	7.73	Midyear additions to replace PSE's	Mid-Year	Ongoing
Clerk III	2	1.00	Midyear additions to replace PSE	Mid-Year	Ongoing
Clinic Assistant	6	6.54	Midyear additions for increased patient census	Mid-Year	Ongoing
Per Diem CMC RN I	17	(0.25)	Midyear substitution of Per Diem nurses for regular nurses for retention pu	Mid-Year	Ongoing
Per Diem CMC RN II	146	(18.91)	Midyear substitution of Per Diem nurses for regular nurses for retention pu	Mid-Year	Ongoing
Custodian I	7	12.00	Midyear addition to replace PSE's	Mid-Year	Ongoing
Fiscal Clerk II	(1)	(1.00)	Midyear deletion	Mid-Year	Ongoing
Fiscal Clerk III	5	5.00	Mid Year addition, includes 3 FTEs for CMSP program	Mid-Year	Ongoing
Food Service Work I	2	2.00	Midyear addition to replace PSE's	Mid-Year	Ongoing
Lab Assistant	1	-	Position adjustment	Mid-Year	Ongoing
Lab Technologist II	(2)	-	Midyear Deletion	Mid-Year	Ongoing

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
LVN II	1	0.40	Midyear addition for increased patient census	Mid-Year	Ongoing
Media Specialist	1	1.00	Midyear addition of position to produce marketing and educational material	Mid-Year	Ongoing
Mental Health Clin Super	(2)	(2.00)	Midyear Deletion	Mid-Year	Ongoing
Clinical Therapist I	(3)	(3.00)	Midyear Deletion	Mid-Year	Ongoing
Mental Health Nurse II	(13)	(11.00)	Midyear Deletion	Mid-Year	Ongoing
Mental Health Prog Mgr	(1)	(1.00)	Midyear Deletion	Mid-Year	Ongoing
Nursing Attendant	13	(0.20)	Midyear Deletion	Mid-Year	Ongoing
HSS Program Spec I	(1)	(1.00)	Midyear Deletion	Mid-Year	Ongoing
Psych Technician I	(19)	(11.50)	Midyear Deletion	Mid-Year	Ongoing
Phlebotomist Trainee	8	0.40	Midyear conversion of PSE's	Mid-Year	Ongoing
Phlebotomist	24	9.38	Midyear conversion of PSE's	Mid-Year	Ongoing
Public Info Clerk	(1)	(1.10)	Midyear Deletion	Mid-Year	Ongoing
Public Service Employee	(53)	(25.39)	Midyear Deletion - conversion to other positions	Mid-Year	Ongoing
Registered Nurse II	39	48.51	Midyear additions for increased patient census	Mid-Year	Ongoing
Resident V	(1)	(1.00)	Midyear Deletion	Mid-Year	Ongoing
Cont Ortho Resident V	1	0.50	Midyear Addition to training program	Mid-Year	Ongoing
Secretary I	(1)	-	Midyear Deletion	Mid-Year	Ongoing
Security Tech I	17	17.00	Midyear additions for increase security from 9/11 and Behavioral Health ER patients	Mid-Year	Ongoing
Security Tech II	3	3.00	Midyear additions for increase security from 9/11 and Behavioral Health ER patients	Mid-Year	Ongoing
Clinic Super	1	-	Midyear Addition	Mid-Year	Ongoing
Staff Analyst II	1	1.00	Midyear addition for compliance and JCAHO issues	Mid-Year	Ongoing
Storekeeper	1	1.01	Midyear addition to replace PSE	Mid-Year	Ongoing
Student Nurse	30	0.46	Midyear additions for increased patient census	Mid-Year	Ongoing
Transplant Coord II	0	(0.01)	Midyear Deletion	Mid-Year	Ongoing
Ultrasound Tech	1	1.00	Midyear addition for increased patient census	Mid-Year	Ongoing
Utilization Review Tech	1	1.00	Midyear addition for increased patient census	Mid-Year	Ongoing
Ward Clerk	4	-	Midyear Addition	Mid-Year	Ongoing
Cont Medi-Cal Specialist	(1)	(1.00)	Midyear Deletion	Mid-Year	Ongoing
Cont Senior Medi-Cal Speci	(1)	(1.00)	Midyear Deletion	Mid-Year	Ongoing
Cont Sup Pre Mcal Qual	1	1.00	Midyear Addition	Mid-Year	Ongoing
Cont Mgr Pre Mcal Qual	1	1.00	Midyear Addition	Mid-Year	Ongoing
Cont Occup Therapist	3	-	Midyear Addition	Mid-Year	Ongoing
Cont 4th Year Fellow	0	(0.50)	Midyear Deletion	Mid-Year	Ongoing
Cont OB/GYN Fellow	1	0.10	Midyear Addition for training program	Mid-Year	Ongoing
Cont Spec Proc Rad Tech	2	-	Midyear Addition	Mid-Year	Ongoing
Cont Occup Therapist	(1)	(1.00)	Midyear Deletion	Mid-Year	Ongoing
Cont Occup Therapist	1	0.50	Midyear Addition	Mid-Year	Ongoing
Cont Occup Therapist	1	0.50	Midyear Addition	Mid-Year	Ongoing
Cont Resp Care Prac I	7	0.35	Midyear Addition	Mid-Year	Ongoing
Cont Resp Care Prac II	32	(0.35)	Midyear Deletion	Mid-Year	Ongoing
Cont Physical Ther	2	(0.50)	Midyear Deletion	Mid-Year	Ongoing
Cont Physical Ther	1	0.50	Midyear Addition	Mid-Year	Ongoing
Cont ARMC Home Hlth	3	-	Midyear Addition	Mid-Year	Ongoing
Cont Extern	(1)	(0.10)	Midyear Deletion	Mid-Year	Ongoing
Cont Ultrasound Tech	1	-	Midyear Addition	Mid-Year	Ongoing
Cont Compliance Educ	1	1.00	Midyear addition for compliance and JCAHO issues	Mid-Year	Ongoing
Supervising Fiscal Clerk I	1	1.00	Add for CMSP program	Mid-Year	Ongoing
Financial Interviewers	2	2.00	Add for CMSP program	Mid-Year	Ongoing
Total:	350	100.81			

## ARROWHEAD REGIONAL MEDICAL CENTER

### BUDGET UNIT: TELEMEDICINE (RMT MCR)

#### I. GENERAL PROGRAM STATEMENT

The Arrowhead Regional Medical Center established this fund to facilitate the transfer of Telemedicine Federal Grant funds to the County, as required by the U.S. Department of Health and Human Services. The grant funds will then be transferred to Arrowhead Regional Medical Center to reimburse the costs of grant activities incurred there.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Requirements	-	1,850,000	1,265,043	100,000
Total Revenue	-	1,850,000	1,265,043	100,000
Fund Balance		-		-

This grant was a one-time grant and funds awarded were unknown when the budget for fiscal year 2001-02 was prepared.

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

None

##### PROGRAM CHANGES

Revenue and operating transfers out decreased \$1,750,000 since it was a one-time grant. The revenue budgeted reflect the remaining funds to be received during Fiscal Year 2002-03.

##### OTHER CHANGES

None

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None



ARROWHEAD REGIONAL MEDICAL CENTER

GROUP: Human Services System  
DEPARTMENT: Arrowhead Regional Medical Ctr - Telemedicine Fed Grant  
FUND: Special Revenue RMT MCR

FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Operating Transfers Out	1,265,043	1,850,000	-	-	1,850,000	(1,750,000)	100,000	
Total Requirements	1,265,043	1,850,000	-	-	1,850,000	(1,750,000)	100,000	
<b>Revenue</b>								
Use of Money & Prop	1,012	-	-	-	-	-	-	
State, Fed or Gov't Aid	1,264,031	1,850,000	-	-	1,850,000	(1,750,000)	100,000	
Total Revenue	1,265,043	1,850,000	-	-	1,850,000	(1,750,000)	100,000	
Fund Balance	-	-	-	-	-	-	-	

Recommended Program Funded Adjustments

Operating Transfers Out	(1,750,000)	Reduce grant revenue - one-time funds
Total Requirements	<u>(1,750,000)</u>	
Revenues		
State and Federal Aid	<u>(1,750,000)</u>	Reduce grant revenue
Total Revenues	<u>(1,750,000)</u>	
Fund Balance	<u>-</u>	

## ARROWHEAD REGIONAL MEDICAL CENTER

### BUDGET UNIT: SPECIAL PATIENT ACCOUNT (RME MCR)

#### I. GENERAL PROGRAM STATEMENT

The Arrowhead Regional Medical Center established the special patient account to monitor funds received from the Behavioral Health inpatient unit. Special purpose funds from both the inpatient and outpatient units were accounted for in the Behavioral Health Special Patient Account (RMC). When the inpatient unit was moved to the new location at the Arrowhead Regional Medical Center, the revenues generated by the inpatient unit from vending machines and 5K and 10K runs were transferred to the Medical Center's fund. These revenues were one-time funds. The funds were used to purchase minor equipment and supplies for treatment of patients. There was no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	-	3,119	3,091	-
Total Revenue	200	100	72	-
Fund Balance		3,019		-

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

None

##### PROGRAM CHANGES

Close out fund.

##### OTHER CHANGES

None

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Arrowhead Regional Medical Ctr - Special Patient Account  
FUND: Special Revenue RME MCR

FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits					-		-	
Services and Supplies	3,091	3,119	-	-	3,119	(3,119)	-	
Total Appropriation	3,091	3,119	-	-	3,119	(3,119)	-	
<b>Revenue</b>								
Other Revenue	72	100	-	-	100	(100)	-	
Total Revenue	72	100	-	-	100	(100)	-	
Fund Balance	3,019	3,019	-	-	3,019	(3,019)	-	

## Recommended Program Funded Adjustments

Services and Supplies	<u>(3,119)</u>	Fund closed. All funds were spent.
Total Appropriations	<u>(3,119)</u>	
Other Revenue	<u>(100)</u>	Decrease in interest. Fund closed.
Total Revenues	<u>(100)</u>	
Fund Balance	<u>(3,019)</u>	

**OVERVIEW OF BUDGET**  
**DEPARTMENT: BEHAVIORAL HEALTH**  
**DIRECTOR: RUDY G. LOPEZ**

**2002-03**

	<u>Appropriation</u>	<u>Revenue</u>	<u>Fund Balance</u>	<u>Local Cost</u>	<u>Staffing</u>
Behavioral Health	111,192,231	109,349,478	-	1,842,753	727.1
Alcohol & Drug	24,784,682	24,577,582		207,100	100.9
Special Patient	10,520	1,000	9,520		
Total	135,987,433	133,928,060	9,520	2,049,853	828.0

**BUDGET UNIT: BEHAVIORAL HEALTH (AAA MLH)**

**I. GENERAL PROGRAM STATEMENT**

The Department of Behavioral Health, under state law, provides mental health treatment and prevention services to all county residents. In order to maintain a continuum of care, the department operates or contracts for the provision of 24-hour care, day treatment, outpatient services, case management, and crisis and referral services. Community services are provided in all major county metropolitan areas and are readily accessible to most county residents. Recently, the department has reviewed its client services system, and is refocusing its own clinic-based services towards a coordinated care model consisting of multi-disciplinary teams.

**II. BUDGET & WORKLOAD HISTORY**

	<u>Actual 2000-01</u>	<u>Budget 2001-02</u>	<u>Estimated 2001-02</u>	<u>Budget 2002-03</u>
Total Requirements	75,357,451	95,943,170	91,727,988	111,192,231
Total Revenue	73,505,739	94,100,417	89,885,235	109,349,478
Local Cost	1,851,712	1,842,753	1,842,753	1,842,753
Budgeted Staffing		696.6		727.1

**Workload Indicators**

Inpatient Days	40,017	40,114	42,961	43,625
Day Treatment Days	59,898	57,715	57,416	54,000
Outpatient Service Hours	411,486	440,000	504,854	517,854
Residential Days	123,919	119,846	108,235	117,000
Unduplicated Clients	30,312	30,535	32,140	32,140
Managed Care Autho/Reviews/Claims	35,325	45,304	32,848	32,848

Significant variances between estimated and budget for 2001-02 existed in transfers due to capital projects carrying over to 2002-03. This factor related directly to the decrease reflected in revenue.

Workload indicators changes include an increase in Outpatient Service Hours due to increased volume in outpatient clinics and Fee For Service (FFS) networks, a decrease in Managed Care due to a change in the unit of measure to better depict the work performed in the managed care unit, and a decrease in Residential Days due to placement issues with one of our major residential facility providers. However, new contracts and changes in the Institutes for Mental Health Disease (IMD) program are expected to increase the number of bed days in 2002-03.

**III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS**

**STAFFING CHANGES**

In addition to base year and mid-year adjustments, changes in budgeted staffing increased a net of 22.5 positions. Budgeted additions include 10.0 positions to enhance the case management services provided by the department and will generate revenue to offset approximately 75% of their salary. These positions are related to the increase in outpatient services hours. 2.0 positions to handle increase workloads in the payroll and property management divisions. 3.0 positions for the information technology (IT) division to handle day-to-day operations, provide high level of IT support, and design IT strategic plans. A total of 10.5 positions are needed for the following: (2) administrative work, (2) chart review and provider audits, and (6.5) a new transportation unit to move patients from State hospitals to community based settings.

## **BEHAVIORAL HEALTH**

Also reflected in staffing changes are increases in salaries and benefits costs due to cash-outs at the end of the calendar year offset by an increase in the vacancy factor (3.0 positions) caused by difficulty in recruiting and retaining treatment staff.

### **PROGRAM CHANGES**

Program changes affecting the budget include a net increase of \$6.6 million in services and supplies due to the proposed implementation of the Assertive Community Treatment (ACT) program (\$1.0 million); the new Therapeutic Behavioral Services (TBS) contracts (\$1.6 million); anticipated increases in the Institutes for Mental Health Disease (IMD) and Augmented Board and Care (ABC) contract services (\$2.6 million); the start-up costs for the planned acquisition of a new client information system (\$1.5 million) partially offset by a net decrease in other services and supplies (\$0.1 million).

The proposed budgets for reimbursements were impacted by GASB 34, which required the reclassification of inter/intra departmental transactions. The department's overall impact was a decreased of \$3.3 million. This was dealt in two ways: revenues increased \$1.5 million and other charges decreased \$1.8 million.

Also reflected in other charges is a decrease of \$1.2 million for reducing the State Hospital beds to fund the new ACT program and to partially fund enhancements to the IMD and ABC programs as mentioned above. This decrease was partially offset by an increase of \$0.3 million to provide interim assistance to clients which should be reimbursed to the department once the clients become SSI eligible.

Changes in program revenues include increases of: \$7.6 million in realignment to fund operations and several capital projects, \$1.3 million in federal block grants to partially fund the increases in the ABC program, and \$2.6 million in the Early Periodic Screening Detection and Treatment (EPDST) program to fund the TBS program. Other miscellaneous changes in revenues total a decrease of \$0.2 million.

### **OTHER CHANGES**

The equipment budget decreased by \$94,000 due to the elimination of remodeling projects and reduction in the number of vehicles and computer servers needed.

Transfers increased by \$227,735 due to a new agreement with the Department of Child Support to provide Crisis Residential treatment to children.

Operating transfers out increased \$2,561,500 due to capital projects overseeing by the architecture and engineering department (ANE). The changes in capital projects include an increase in the Phoenix project (\$511,500), a decrease in the Gilbert project (\$50,000), and the addition of the building "H" project (\$2,100,000).

## **IV. POLICY ITEMS**

None

## **V. FEE CHANGES**

None

DEPARTMENT: Behavioral Health  
FUND: General AAA MLH

ACTIVITY: Hospital Care

BEHAVIORAL HEALTH

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b><u>Appropriations</u></b>								
Salaries and Benefits	39,186,998	37,545,967	2,858,702	95,375	40,500,044	1,533,433	42,033,477	
Services and Supplies	51,378,060	53,556,188	596,180	-	54,152,368	6,588,395	60,740,763	
Central Computer	229,725	218,281	332,061	-	550,342	-	550,342	
Other Charges	5,886,063	5,698,592	1,000	-	5,699,592	(2,755,788)	2,943,804	
Equipment	265,000	292,000	-	-	292,000	(94,000)	198,000	
Transfers	<u>2,234,684</u>	<u>2,234,684</u>	<u>-</u>	<u>-</u>	<u>2,234,684</u>	<u>227,735</u>	<u>2,462,419</u>	
Total Exp Authority	99,180,530	99,545,712	3,787,943	95,375	103,429,030	5,499,775	108,928,805	
Less:					-		-	
Reimbursements	<u>(7,502,542)</u>	<u>(7,502,542)</u>	<u>-</u>	<u>-</u>	<u>(7,502,542)</u>	<u>3,304,468</u>	<u>(4,198,074)</u>	
Total Appropriation	91,677,988	92,043,170	3,787,943	95,375	95,926,488	8,804,243	104,730,731	
Operating Transfers Out	<u>50,000</u>	<u>3,900,000</u>	<u>-</u>	<u>-</u>	<u>3,900,000</u>	<u>2,561,500</u>	<u>6,461,500</u>	
Total Requirements	91,727,988	95,943,170	3,787,943	95,375	99,826,488	11,365,743	111,192,231	
<b><u>Revenue</u></b>								
Current Services	261,352	514,235	-	-	514,235	(224,569)	289,666	
State, Fed or Gov't Aid	87,957,100	92,050,959	3,787,943	95,375	95,934,277	11,383,724	107,318,001	
Other Revenue	1,666,783	1,535,223	-	-	1,535,223	206,588	1,741,811	
Total Revenue	89,885,235	94,100,417	3,787,943	95,375	97,983,735	11,365,743	109,349,478	
Local Cost	1,842,753	1,842,753	-	-	1,842,753	-	1,842,753	
Budgeted Staffing		696.6	7.0	1.0	704.6	22.5	727.1	

## BEHAVIORAL HEALTH

### Base Year Adjustments

Salaries and Benefits	2,401,719	MOU and retirement increases
	456,983	7 positions for the Mentally ill Offender Crime Reduction (MIOCR II) approved by the Board on August 14, 2001.
	<u>2,858,702</u>	
Services and Supplies	174,814	Inflation, risk management liabilities, EHAP .
	421,366	Services for the Mentally Ill Offender Crime Reduction (MIOCR II) Board item #057 approved on August 14, 2001.
	<u>596,180</u>	
Central Computer	<u>332,061</u>	
Other Charges	<u>1,000</u>	Board Item #057 Dated August 14, 2001 - MIOCR II (Passages) grant
Subtotal Base Year Appropriation	<u>3,787,943</u>	
	2,908,594	Realignment
	879,349	Board Item #057 Dated August 14, 2001 - MIOCR II (Passages) grant
Subtotal Base Year Revenue	<u>3,787,943</u>	
Subtotal Base Year Local Cost	<u>-</u>	

### Mid-Year Increases

Salaries and Benefits	<u>95,375</u>	Increase for a Chief Compliance Officer approved by the Board on February 5, 2002.
Subtotal Mid-Year Appropriation	<u>95,375</u>	
	95,375	Realignment approved by the Board on February 5, 2002
Subtotal Mid-Year Revenue	<u>95,375</u>	
Subtotal Mid-Year Local Cost	<u>-</u>	

## BEHAVIORAL HEALTH

Recommended Program Funded Adjustments		
Salaries and Benefits	693,625	22.5 new positions.
	250,000	Factor for December cash-outs.
	814,808	Fund positions that went unfunded in FY 2001-02.
	(225,000)	Approximate vacancy factor reduction.
	<u>1,533,433</u>	
Services and Supplies	5,197,141	\$1.6 million Therapeutic Behavioral Services contract; \$1 million Assertive Community Treatment program; \$2.6 million for expansion of Institutes for Mental Health Disease, Augmented Board and Care and children's contract services.
	1,500,000	Purchase of new client data system (includes start-up costs, training and personal computer equipment)
	(108,746)	Net change in services & supplies due to variety of line item increases and decreases (including \$94k reduction in Remote Pharmacy).
	<u>6,588,395</u>	
Other Charges	(1,200,000)	Planned reduction in the number of state hospital beds to allow implementation of the Augmented Board and Care program.
	(1,842,753)	The local cost offset was budgeted in reimbursements.
	286,965	Primarily due to an increase in interim assistance to clients. This should come back to the department once the clients become eligible for SSI.
	<u>(2,755,788)</u>	
Structures/Improvements	(27,000)	Remodeling projects are not required in FY 2002-03.
Equipment	(67,000)	Reduction in the need for additional vehicles and computer servers.
	<u>(94,000)</u>	
Transfers	227,735	New agreement with Department of Child Support for residential treatment and various small changes in agreements with other departments
Reimbursements	1,060,068	Budgeted as revenues.
	1,842,753	Accounting treatment change. This is now reflected in other charges.
	401,647	Primarily due to GASB34 changes. Several reimbursements are now reflected as revenue.
	<u>3,304,468</u>	
Total Appropriations	<u>8,804,243</u>	
Operating Transfers Out	2,561,500	Reduce Gilbert Street Electrical project - \$50,000, increase Phoenix project -\$511,500, and the addition of the Building H project - \$2.1 million
Total Requirements	<u>11,365,743</u>	
Revenues		
Current Services	(224,569)	Anticipated decrease in Patient Pay and Insurance.
State and Federal Aid	7,650,877	Realignment increase due to Vehicle License Fee 2001-02 growth and equity adjustments.
	1,288,097	Federal block grants
	2,557,802	Increase in Early Periodic Screening Diagnostics and Treatment (EPSDT).
	(113,052)	Changes in Medi-Cal and Medicare Inpatient revenue.
	<u>11,383,724</u>	
Other Revenue	206,588	Net change in other revenues due to variety of line item increases and decreases.
Total Revenues	<u>11,365,743</u>	
Local Cost	<u>-</u>	



## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Help Desk Technician I	-	(1.00)	Position was funded in 01/02 but was not approved by HR.	Workload	Ongoing
Alcohol & Drug Counselor	3	3.00	(2) mid-year MIOCR II positions plus one unfunded in 01/02 but required for the SPAN grant	Grant	Ongoing
Automated Systems Analyst I	1	1.00	Position was unfunded by MLH in 01/02	Workload	Ongoing
Business Applications Manager	1	1.00	(NEW) To support day to day operations and strategic planning	Workload	Ongoing
Business Systems Analyst I	1	1.00	(NEW) To support the Mental Health business process	Workload	Ongoing
Business Systems Analyst II	1	1.00	(NEW) To support the Managed care business process	Workload	Ongoing
Clerk II	1	1.50	(.5) was unfunded in error in the 01/02 budget. (1) was unfunded by MLH in 01/02	Workload	Ongoing
Clerk III	2	2.00	(1) mid-year add for MIOCR II grant; (1) unfunded by MLH in 01/02 Board agenda item #31, dated 2/5/02 - To supervise the newly formed Compliance Unit	Grant/Workload	Ongoing
Chief Compliance Officer	1	1.00		Workload	Ongoing
Fiscal Clerk II	2	2.00	(NEW) To support DBH Payroll and Property Management	Workload	Ongoing
MentalHealth Clinic Supervisor	3	4.00	(1) mid-year add for MIOCR II grant; (2) unfunded by MLH in 01/02; (1) Extra Help not included in 01/02	Grant/Workload	Ongoing
Clinical Therapist I	4	4.50	(.5) was unfunded in error in the 01/02 budget. (2) mid-year MIOCR II positions; (2) unfunded by MLH in Fy01/02	Grant/Workload	Ongoing
Clinical Therapist II	(1)	(1.00)	Unfunded for 02/03 (being covered by ADS)	Workload	Ongoing
Mental Health Nurse II	2	2.00	(2) Extra Help positions being used for chart review and provider audits	Workload	Ongoing
Mental Health Program Mgr II	1	1.00	(1) Extra Help position assigned to the Director	Workload	Ongoing
Mental Health Specialist	14	14.00	(10 NEW) Added to provide billable case management services as part of the recovery model. (4) Unfunded positions in 01/02	Workload	Ongoing
Occupational Therapist I	2	1.50	(.5) Converted from contract to extra help for the CONREP program (1) mid-year add for MIOXR II grant	Grant/Workload	Ongoing
Psychiatric Aide	4	4.00	Unfunded in 01/02 pending reorganization of the transportation unit. Fully funded in 02/03	Workload	Ongoing
Psychiatric Technician I	2	2.00	Unfunded in 01/02 pending reorganization of the transportation unit. Fully funded in 02/03	Workload	Ongoing
Public Service Employee	2	1.50	Client advocates funded by grant programs	Grant/Workload	Ongoing
Director Medical Svcs-Psych	1	1.00	Converted from contract	Workload	Ongoing
Psychiatrist	2	2.00	Converted from contract	Workload	Ongoing
Cont Psychiatrist General	(15)	(15.00)	Converted to Incorporated M.D. or staff; 01/02 staffing hours were incorrect. 02/03 reflects scheduled phvsician hours.	Workload	Ongoing
Cont MH Occupational Therapist	(1)	(0.50)	Converted to extra help position, funded by the CONREP grant	Grant/Workload	Ongoing
Vacancy Factor	(1)	(3.00)	Adjustment to bring anticipated DBH staffing in line with budget		
Total	32	30.50			

**BEHAVIORAL HEALTH****BUDGET UNIT: ALCOHOL AND DRUG ABUSE SERVICES  
(AAA ADS)****I. GENERAL PROGRAM STATEMENT**

The Department of Behavioral Health's Alcohol and Drug Abuse Services consist of comprehensive substance abuse prevention and treatment programs to county residents. Services are provided by 6 county operated clinics and 32 contracted organizations consisting of 28 community based non-profits, 2 profit methadone treatment providers, 1 city, and 1 county department.

**II. BUDGET & WORKLOAD HISTORY**

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	17,377,221	23,828,434	18,939,093	24,784,682
Total Sources	17,170,122	23,621,334	18,731,993	24,577,582
Local Cost	207,099	207,100	207,100	207,100
Budgeted Staffing		110.9		100.9
<b><u>Workload Indicators</u></b>				
Drug Abuse Prevention Hours	71,847	75,000	80,000	80,000
Residential Treatment Clients	2,265	2,421	2,577	2,800
Outpatient Treatment Clients	6,029	6,629	8,955	8,800
Methadone Treatment Clients	871	1,124	1,181	1,200

Significant variances between estimated and budget for 2001-02 existed in salaries and benefits due to the difficulty in filling budgeted positions and high staff turnover. Variances in services and supplies existed because the expected treatment costs related to the Substance Abuse and Crime Prevention Act (SACPA) of 2000 did not materialize. These factors related directly to the decrease reflected in revenue.

The variances in equipment are the result of replacing perinatal vans used to transport patients and their children to clinics.

Increases in workload indicators are due to the addition of SACPA services not reflected in the 2001-02 budget.

**III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS****STAFFING CHANGES**

Changes in budgeting staffing decreased a net of 10 positions due to funding reductions made by the State Department of Alcohol and Drug Programs (ADP). These positions are either currently vacant or will be so by June 30, 2002. Also reflected in staffing changes is the reclassification of one Fiscal Clerk I position to a Fiscal Clerk II due to the complexities of the duties assigned.

**PROGRAM CHANGES**

The department proposes to decrease the services and supplies budget by \$2.9 million. The contracts services line item was reduced by \$4.2 million of budget that was not awarded to specific contracts. The actual 2002-03 reduction to existing contracts totals \$500,000 or 2.5 percent. Increases to the services and supplies include \$709,934 of cost that was previously budgeted as transfers, \$408,000 for drug testing in connection with SACPA, \$144,000 for the ADS share of the Department's planned purchase of a new computer system, and \$45,241 due to miscellaneous changes.

The proposed budget was impacted by GASB 34, which impacted the reclassification of inter/intra departmental transfers. Specifically, a net decrease of \$4.2 million in reimbursements and a decrease of \$0.7 million in transfers, corresponding offsetting charges are reflected in sources and services and supplies.

## **BEHAVIORAL HEALTH**

Other changes in reimbursements include a decrease of \$134,488 for the Repeat Offender Preventive Program and a decrease of \$493,805 for an anticipated reduction in prior year carry over revenue.

Total sources increased by approximately \$600,000. The changes include a decrease of \$4.8 million due to the following: 1) decrease in the allocation from the State (\$1.2 million) and the corresponding State Medi-Cal match (\$1.2 million); 2) SACPA decreases in fees (\$1.0 million) and federal Medi-Cal match (\$1.2 million) since anticipated number of patients from the prior year budget did not materialize; and 3) decrease in Housing Urban Development (HUD) grant that expired (\$0.2 million). These decreases were offset by a \$4.2 million increase due to GASB 34 as mentioned above, an increase of \$1.0 million for anticipated increases in Alcohol and Drug treatment cost for the SACPA program, and an increase of \$0.2 million due to miscellaneous changes.

### **OTHER CHANGES**

The equipment budget decreased by \$25,000 since the department does not plan to buy any vehicles during 2002-03.

#### **IV. POLICY ITEMS**

None

#### **V. FEE CHANGES**

None

#### **VI. APPROVED POLICY ITEM CHANGE**

None

GROUP: Human Services System  
DEPARTMENT: Behavioral Health - Substance Abuse  
FUND: General AAA ADS

FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	3,919,475	5,378,057	337,308	-	5,715,365	(560,043)	5,155,322	
Services and Supplies	20,445,249	24,287,562	27,065	-	24,314,627	(2,940,782)	21,373,845	
Equipment	80,000	25,000	-	-	25,000	(25,000)	-	
Transfers	1,529,438	1,529,438	-	-	1,529,438	(715,438)	814,000	
Total Exp Authority	25,974,162	31,220,057	364,373	-	31,584,430	(4,241,263)	27,343,167	
Less:					-		-	
Reimbursements	(7,035,069)	(7,391,623)	-	-	(7,391,623)	4,833,138	(2,558,485)	
Total Appropriation	18,939,093	23,828,434	364,373	-	24,192,807	591,875	24,784,682	
<b>Revenue</b>								
Fines & Forfeitures	650,000	650,000	-	-	650,000	(650,000)	-	
Current Services	171,000	1,358,580	-	-	1,358,580	2,682,922	4,041,502	
State, Fed or Gov't Aid	17,785,993	21,487,754	364,373	-	21,852,127	(5,414,251)	16,437,876	
Other Revenue	125,000	125,000	-	-	125,000	-	125,000	
Total Revenue	18,731,993	23,621,334	364,373	-	23,985,707	(3,381,329)	20,604,378	
Operating Transfers In	-	-	-	-	-	3,973,204	3,973,204	
Total Sources	18,731,993	23,621,334	364,373	-	23,985,707	591,875	24,577,582	
Local Cost	207,100	207,100	-	-	207,100	-	207,100	
Budgeted Staffing	87.1	110.9			110.9	(10.0)	100.9	

Base Year Adjustments

Salaries and Benefits	337,308	MOU and retirement increases
Services and Supplies	27,065	Inflation, risk management liability, and EHAP
Subtotal Base Year Appropriation	364,373	
Subtotal Base Year Revenue	364,373	State and federal funding from State Alcohol and Drug Programs.
Subtotal Base Year Local Cost	-	

## BEHAVIORAL HEALTH

Recommended Program Funded Adjustments		
Salaries and Benefits	<u>(560,043)</u>	10.0 positions frozen to balance budget.
Services and Supplies	<u>(4,248,246)</u>	Decrease contracts due to reduction in Substance Abuse and Crime Prevention Act of 2000 and decrease state funding
	709,934	Increase for Public Health programs previously budgeted as transfers
	144,000	Department's share of new computer system
	408,289	Increase for Substance Abuse and Crime Prevention Act of 2000 (SACPA) drug testing
	45,241	All other increases/decreases in services
	<u>(2,940,782)</u>	
Equipment	<u>(25,000)</u>	No vehicle purchases planned for 2002-03
Transfers	<u>(709,934)</u>	Decrease due to Public Health programs now budgeted in services & supplies.
	<u>(29,504)</u>	Decrease in drug court.
	<u>24,000</u>	Increase of \$24,000 for Department of Behavioral Health Administrative charges.
	<u>(715,438)</u>	
Reimbursements	2,973,204	SACPA funds now budgeted as operating transfers in per GASB 34.
	3,130,000	CalWorks moved to revenue.
	520,000	Department of Child Support (DCS) moved to revenue.
	(130,000)	Driving under the influence (DUI) was previously budgeted as revenues
	(650,000)	DUI fines were previously budgeted as revenue.
	(1,638,359)	Prior Year carryover was previously budgeted as revenue.
	134,488	Decreased in Repeat Offender Prevention Program (ROPP) grant (it only funds 1.5 Social Worker II positions at \$75,000)
	<u>493,805</u>	Decreased in prior year carryover.
	<u>4,833,138</u>	
Total Appropriations	<u>591,875</u>	
Revenue		
Fines	<u>(650,000)</u>	Decrease revenue now budgeted as a reimbursement
Current Services	(1,017,580)	Decrease SACPA client fees since the number of patients didn't materialize
	(130,000)	DUI monitoring fees now budgeted as reimbursement
	3,130,000	CalWorks previously budgeted as reimbursement
	520,000	DCS previously budgeted as reimbursement
	180,502	Increase \$65,000 Child Adolescent Referral Services (CARS) payments and \$4,982 fees collected at county clinics, decrease in calworks \$39,480, and increase in DCS program \$150,000.
	<u>2,682,922</u>	
State and Federal Aid	(2,376,011)	Decrease in State General Fund (SGF) allocation (\$1,186,760), SGF allocation to match Medi-Cal (\$1,189,251)
	(200,000)	Decrease in Housing Urban Development (HUD)
	(1,199,881)	Decrease anticipated Medi-Cal revenues due to lower than anticipated number of patients under the SACPA program.
	<u>(1,638,359)</u>	Prior Year Carryover now budgeted as Reimbursement
	<u>(5,414,251)</u>	
Total Revenues	<u>(3,381,329)</u>	
Operating Transfers In	3,973,204	SACPA funds previously budgeted as reimbursements (\$2,973,204) & anticipated increase in treatment costs \$1,000,000.
Total Sources	<u>591,875</u>	
Fund Balance	<u>-</u>	

Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Alcohol & Drug Counselor		(2.50)	Position frozen to balance budget	Workload	Temporary
MH Program Manager		(1.00)	Position frozen to balance budget	Workload	Temporary
Public Service Employee		(2.50)	Position frozen to balance budget	Workload	Temporary
Social Worker II		(2.50)	Position frozen to balance budget	Workload	Temporary
Clerk III		(1.00)	Position frozen to balance budget	Workload	Temporary
MH Clinician II		(0.50)	Position frozen to balance budget	Workload	Temporary
HIV/AIDS Counselor	-1	(1.00)	Contract position that was eliminated	Workload	Ongoing
			Position authorized but inadvertently omitted from prior year budget		
Contract Clinical Therapist	1	1.00		Workload	Ongoing
Fiscal Clerk I	-1	(1.00)	Requested reclassification to Fiscal Clerk II	Reclassification	Ongoing
Fiscal Clerk II	1	1.00	Requested reclassification of an existing Fiscal Clerk I	Reclassification	Ongoing
Total:	0	(10.00)			

## BEHAVIORAL HEALTH

### BUDGET UNIT: SPECIAL PATIENT ACCOUNT (RMC MLH)

#### I. GENERAL PROGRAM STATEMENT

The Department of Behavioral Health established the special patient's account to monitor funds set aside for special purposes. Revenues from vending machines, donations, and Adopt-a-Duck are used for therapy supplies, poster contest awards, and other items. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	300	12,832	2,000	10,520
Total Revenue	2,313	2,500	1,188	1,000
Fund Balance		10,332		9,520

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

None

##### PROGRAM CHANGES

None

##### OTHER CHANGES

Services and supplies decreased by a net \$2,312. This figure represents a decrease in training and special departmental expense. Revenues decreased \$1,500 to reflect the proposed decrease in services and supplies and a small utilization of fund balance.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Behavioral Health  
FUND: Special Revenue RMC MLH

FUNCTION: Health & Sanitation  
ACTIVITY: Health Care

BEHAVIORAL HEALTH

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Services and Supplies	2,000	12,832	-	-	12,832	(2,312)	10,520	
Total Appropriation	2,000	12,832	-	-	12,832	(2,312)	10,520	
<b>Revenue</b>								
Other Revenue	1,188	2,500	-	-	2,500	(1,500)	1,000	
Total Revenue	1,188	2,500	-	-	2,500	(1,500)	1,000	
Fund Balance	812	10,332	-	-	10,332	(812)	9,520	

Recommended Program Funded Adjustments

Services and Supplies	(750)	Decrease in training
	<u>(1,562)</u>	Decrease in special departmental expense
	<u>(2,312)</u>	
Total Appropriations	<u>(2,312)</u>	
Revenues		
Other Revenue	(1,500)	Decrease in revenue to reflect decrease in Services and Supplies and utilization of fund balance.
	<u>(1,500)</u>	
Total Revenues	<u>(1,500)</u>	
Fund Balance	<u>(812)</u>	



## OVERVIEW OF BUDGET

DEPARTMENT: CHILD SUPPORT SERVICES  
DIRECTOR: CORY NELSEN  
BUDGET UNIT: AAA DCS

### I. GENERAL PROGRAM STATEMENT

The County Child Support Enforcement Program is governed by Title IV-D of the Federal Social Security Act, which was originally enacted in 1975. Federal regulations require that the program be administered at the State level by a single agency which, in turn, may contract with counties to conduct the enforcement program. Federal financial participation consists of payment of 66% of program costs and payment of graduated incentives to states for meeting program objectives. The balance of allowable county expenditures is reimbursed by the state. Basic program activities include locating absent parents, establishment of paternity, establishment of support orders pursuant to state guidelines, enforcement of support obligations, modification of support obligations when needed, and collection and distribution of support payments.

### II. BUDGET & WORKLOAD HISTORY

	<u>Actual 2000-01</u>	<u>Budget 2001-02</u>	<u>Estimated 2001-02</u>	<u>Budget 2002-03</u>
Total Appropriation	26,342,239	41,166,587	31,233,872	40,798,946
Total Revenue	26,342,215	41,166,587	31,233,872	40,798,946
Local Cost	24	-	-	-
Budgeted Staffing		702.8		649.7
<b><u>Workload Indicators</u></b>				
Collections	\$112,241,434	\$125,000,000	\$128,300,000	\$141,130,000
Open Cases	172,941	165,000	163,000	151,000
Cases per Officer	797	760	750	583

2001-02 State Budgeted allocation to Child Support Services represents spending authority based on caseload size rather than realistically attainable spending levels in the short term. The department's rate of program growth, while increasing, has been constricted by a combination of factors including limited training capacity, lengthy recruitment and hiring timeframes, and a shortage of personnel with the necessary experience for immediate promotion.

### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

#### **STAFFING CHANGES**

The net reduction of 53.1 budgeted positions from 2001-02 is the result of a combination of staffing additions and reductions, as well as changes in the method used to calculate both overtime and the vacancy factor. For 2002-03, overtime was not calculated as budgeted staffing positions, but was added in dollars to increase the overall Salaries and Benefits budget. This change over 2001-02 resulted in a reduction of 48.3 budgeted positions. The vacancy factor is undistributed and reflects a net reduction of 80.8 budgeted positions. One Fiscal Clerk III position and one Deputy Chief of Child Support position have been eliminated. A mid-year board item (November 20, 2001, #074) increased budgeted positions by 47.0. There is also a request for an additional 78.0 authorized positions, funded only part of the year, increasing budgeted positions by 21.0 positions. Two Investigative technician positions as well as eight extra help positions were authorized and funded for an increase of 10 budgeted positions. The net of these changes is a reduction of 53.1 budgeted positions.

## **CHILD SUPPORT SERVICES**

It is expected that by the fourth quarter of the 2002-03 fiscal year the department will have additional office space in both the Victorville and San Bernardino areas and that all requested positions will be filled. This budget request for additional caseworkers, supervisors and support staff is based on future caseload growth and the existing and pressing need to reduce individual caseload size. The Department of Child Support has the highest caseloads per caseworker in the State, impairing proper case management and program improvement.

Hiring and deploying staff is the highest priority of the department. Management has worked closely with Human Resources to reclassify unneeded positions, to create needed positions, to improve the process of recruiting and screening candidates and to streamline the hiring process. The department is now capable of hiring about 30 new staff per month but is in critical need of a training facility to conduct concurrent training classes for support officer trainees, new employees, and existing staff. Training and program improvement are the highest priorities of the state program and additional state funding has been provided for those purposes.

### **PROGRAM CHANGES**

In 2001, following Board of Supervisors approval, the department issued an RFP for larger facilities in the Victorville area. Pursuant to that process, a vendor has been selected and a build-to-suit facility is in the design stage. The developer has indicated that the new building could be ready for occupancy in the first half of 2003. Costs associated with installation of the communications infrastructure and furniture and for staff relocation have been included in the 2002-03 budget.

The department is working with HSS Facilities and Services to develop RFPs for a training facility in the San Bernardino area, an expansion of space in the West End, and new space in the downtown San Bernardino area. Space needs are based on projected staffing levels necessary to achieve the level of case management and customer services mandated by state child support regulations.

For the past several years, the department has significantly under spent its budget allocation. State allocations based on caseload size have resulted in spending authority that has greatly exceeded the ability of the department to absorb. Now that conversion to the Star/Kids automated system and transition from the District Attorney's Office have been accomplished, the department is prepared to move ahead on staff development.

The budget submitted by the department is \$5,980,579 less than the County baseline budget. The state allocation for the next fiscal year has been reduced because of declining state revenues. Nevertheless, the amount allocated by the state is sufficient for the department to continue its objectives of increasing staff and reducing caseloads per worker. Funding for increased staff in future years will be generated by the increased collections new staff will achieve.

### **OTHER CHANGES**

None

## **IV POLICY ITEMS**

None

## **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: Department of Child Support Services  
FUND: General AAA DCS

FUNCTION: Public Protection  
ACTIVITY: Child Support

CHILD SUPPORT SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	21,894,816	28,042,650	5,716,613	-	33,759,263	(5,046,489)	28,712,774	
Services and Supplies	6,221,503	9,968,384	98,038	-	10,066,422	(1,529,484)	8,536,938	
Central Computer	682,760	682,760	(201,713)	-	481,047	-	481,047	
Equipment	190,000	228,000	-	-	228,000	192,000	420,000	
Transfers	<u>2,244,793</u>	<u>2,244,793</u>	<u>-</u>	<u>-</u>	<u>2,244,793</u>	<u>403,394</u>	<u>2,648,187</u>	
Total Appropriation	31,233,872	41,166,587	5,612,938	-	46,779,525	(5,980,579)	40,798,946	
<b>Revenue</b>								
State, Fed or Gov't Aid	31,233,872	41,166,587	5,612,938	-	46,779,525	(5,980,579)	40,798,946	
Total Revenue	31,233,872	41,166,587	5,612,938	-	46,779,525	(5,980,579)	40,798,946	
Local Cost	-	-	-	-	-	-	-	
Budgeted Staffing		702.8	84.2		787.0	(137.3)	649.7	

## CHILD SUPPORT SERVICES

### Base Year Adjustments

Salaries and Benefits	5,716,613	MOU and Retirement increases and mid-year Board Item #074 (November 20, 2001).
Services and Supplies	98,038	Inflation, risk management liabilities, and EHAP
2410 Central Computer	(201,713)	
Total Appropriation	<u>5,612,938</u>	
Total Revenue	<u>5,612,938</u>	Revenue provided by state & federal funding, not local county costs.
Total Local Cost	<u>-</u>	

### Recommended Program Funded Adjustments

Salaries and Benefits	<u>(5,046,489)</u>	Increased vacancy factor to approximately 14%
	<u>(5,046,489)</u>	
Services and Supplies	196,644	Budgeted increase in ISD costs based on 01/02 actual expenditures.
	531,277	Budgeted increase in equipment and equipment maintenance based on projected need.
	(124,721)	Decrease in computer software costs based on department anticipated need.
	200,000	Increase in utilities due to after-hours and overtime costs for lights and HVAC per negotiated lease.
	225,200	Postage increase based on 6% inflation and 15% estimated increase in usage.
	(257,149)	Reduction in temporary help services to comply with County policy on extra help.
	(267,274)	Reduction in advertising costs per department changes in public outreach.
	(2,207,280)	Decrease in Other Professional Services based on 01/02 actuals.
	130,000	Increase in Building Maintenance and security, based on 01/02 actuals.
	28,560	Increase in other travel related to increase in training classes for all staff.
	<u>15,259</u>	Changes in other categories as determined by 01/02 actuals and inflation.
	<u>(1,529,484)</u>	
Equipment	<u>192,000</u>	New computer equipment for VV and training facility as well as copiers.
Transfers	<u>403,394</u>	Per HR (\$191,300); RES (\$2,330,705); HSS (\$126,182)
Total Appropriations	<u>(5,980,579)</u>	
Revenues		
State and Federal Aid	<u>(5,980,579)</u>	Revenue is based on expenditures.
	<u>(5,980,579)</u>	
Total Revenues	<u>(5,980,579)</u>	
Local Cost	<u>-</u>	

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
ACCT. TECH		(0.10)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
ACCT. TECH		(1.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
ADMIN SUPR	1	1.00	RECLASSIFICATION	BUDGET PROCESS	Ongoing
AUTO SYS I	-	(0.10)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
AUTO SYS II	(2)	(2.20)	MID-YEAR RECLASSIFICATION TO BUS SYS ANALYST	BUDGET PROCESS	Ongoing
AUTO SYS TECH	-	2.43	WORKLOAD INCREASE	BUDGET PROCESS	Ongoing
AUTO SYS TECH		(4.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
BUS. SYS ANALYST	2	2.00	MID-YEAR RECLASS FROM AUTO SYS ANALYST II	BUDGET PROCESS	Ongoing
CHIEF CLERK	-	(0.10)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
CSO I COMPLIANCE	-	0.81	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
OPERATIONS OFF	-	(0.13)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
CS FIELD INVEST	-	(0.20)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
CS FIELD INVEST		(1.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
CSO I	42	11.34	WORKLOAD INCREASE	BUDGET PROCESS	Ongoing
CSO I		(12.03)	OVERTIME	BUDGET PROCESS	Ongoing
CSO I		(57.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
CSO II	41	38.20	MID YEAR BOARD ITEM #074	BOARD ITEM	Ongoing
CSO II	6	1.62	WORKLOAD INCREASE	BUDGET PROCESS	Ongoing
CSO II		(9.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
CLERK II	(2)	(19.34)	RECLASSIFICATION	BUDGET PROCESS	Ongoing
CLERK II		(8.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
CLERK III	-	(1.96)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
CLERK III		(3.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
CLERK IV		1.07	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
DEP DIST. ATTY		(0.51)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
EXEC SEC II		0.62	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
FISCAL CLERK II		4.20	WORKLOAD INCREASE	BUDGET PROCESS	Ongoing
FISCAL CLERK II		(11.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
FISCAL CLERK III	(1)	(1.00)	RECLASSIFICATION	BUDGET PROCESS	Ongoing
INVEST TECH I	2	5.08	WORKLOAD INCREASE	BUDGET PROCESS	Ongoing
INVEST TECH II		1.00	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
MESSENGER		(0.23)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
PARALEGAL		(0.20)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
DEP CHIEF OF CS	(1)	(0.38)	MID YEAR RECLASSIFICATION	BUDGET PROCESS	Ongoing
PSE	2	9.88	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
PSE		(2.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
SECRETARY I		0.56	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
SECRETARY II		(0.13)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
ACCOUNTANT II	1	1.00	MID YEAR BOARD ITEM #074	BOARD ITEM	Ongoing
STAFF ANALYST I		(0.10)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
STAFF ANALYST II		0.58	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
CS ATTORNEY III		0.81	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
CS ASSISTANT	14	12.17	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
CS ASSISTANT	12	3.24	WORKLOAD INCREASE	BUDGET PROCESS	Ongoing
CS ASSISTANT		(19.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
SCSO	5	5.72	MID YEAR BOARD ITEM #074	BOARD ITEM	Ongoing
SCSO	6	1.62	WORKLOAD INCREASE	BUDGET PROCESS	Ongoing
SCSO		(3.00)	VACANCY FACTOR	BUDGET PROCESS	Ongoing
SUPVG FISCAL CLK		(0.30)	FULL YEAR FUNDING	BUDGET PROCESS	Ongoing
SUPVR OF ADMIN	(1)	(1.00)	RECLASSIFICATION TO ADMIN SUPERVISOR	BUDGET PROCESS	Ongoing
Total:	127	(53.06)			

## OVERVIEW OF BUDGET

DEPARTMENT: HEALTH CARE COSTS  
BUDGET UNIT: AAA HCC

### I. GENERAL PROGRAM STATEMENT

This budget unit represents the costs of health care related programs for the county general fund. Health care related transactions represented by this budget unit include SB 855, GME, SB 1255 indigent health programs, and the county's general usage of the Tobacco Master Settlement Agreement (MSA) funds.

### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Requirements	148,766,669	178,401,403	153,101,403	135,600,146
Total Revenues	130,570,907	159,300,000	134,000,000	117,900,146
Local Cost	18,195,762	19,101,403	19,101,403	17,700,000
Budgeted Staffing		4.0		4.0

### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

#### STAFFING CHANGES

None

#### PROGRAM CHANGES

Operating transfers out have been reduced due to slightly lower lease costs and to reflect the medical center's greater ability to cover costs associated with their lease payments. Additionally, operating transfers out have been reduced to reflect the end of subvention to the medical center associated with fee for service revenue being lower than estimated at the time of the initial lease payment financing plan.

#### OTHER CHANGES

A change in accounting methodology as a result of the new GASB rules has eliminated the need to pass realignment vehicle license fees (VLF) through the Health Care Costs budget. This change has resulted in an equivalent reduction in both appropriation and revenue (\$49.3 million each) and has no impact on local cost. This is strictly an accounting change and does not impact the availability of these funds for use by the County in realigned programs.

### IV. POLICY ITEMS

None

### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Health Care Costs  
FUND: General AAA HCC

FUNCTION: Health & Santitation  
ACTIVITY: Hospital Care

HEALTH CARE COSTS

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	220,000	356,174	21,376	-	377,550	30,633	408,183	
Services and Supplies	25,000	71,933	1,130	-	73,063	-	73,063	
Other Charges	138,316,679	163,616,679	-	-	163,616,679	(53,616,679)	110,000,000	
Transfers	65,676	65,676	-	-	65,676	5,626	71,302	
Total Exp Authority	138,627,355	164,110,462	22,506	-	164,132,968	(53,580,420)	110,552,548	
Less:								
Reimbursements	(9,014,352)	(10,930,554)	-	-	(10,930,554)	10,930,554	-	
Total Appropriation	129,613,003	153,179,908	22,506	-	153,202,414	(42,649,866)	110,552,548	
Operating Transfer Out	23,488,400	25,221,495	(1,401,403)	-	23,820,092	1,227,506	25,047,598	
Total Requirements	153,101,403	178,401,403	(1,378,897)	-	177,022,506	(41,422,360)	135,600,146	
<b>Revenue</b>								
Current Services	85,000,000	110,000,000	-	-	110,000,000	-	110,000,000	
State, Fed or Gov't Aid	49,000,000	49,300,000	-	-	49,300,000	(49,300,000)	-	
Realignment	-	-	22,506	-	22,506	7,877,640	7,900,146	
Total Revenue	134,000,000	159,300,000	22,506	-	159,322,506	(41,422,360)	117,900,146	
Local Cost	19,101,403	19,101,403	(1,401,403)	-	17,700,000	-	17,700,000	
Budgeted Staffing		4.0			4.0		4.0	

Base Year Adjustments

Salaries and Benefits	21,376	MOU costs, retirement
Services and Supplies	1,130	Inflation/EHAP/risk management liabilities
Total Appropriation	<u>22,506</u>	
Operating Transfers Out	<u>(1,401,403)</u>	Reduced ARMC lease payments
Total Requirements	<u>(1,378,897)</u>	
Realignment	22,506	Increased realignment transfer to cover higher salaries & benefits, services & supplies costs
Total Revenues	<u>22,506</u>	
Total Local Cost	<u>(1,401,403)</u>	



## HEALTH CARE COSTS

### Recommended Program Funded Adjustments

Salaries and Benefits	<u>30,633</u>	Higher salaries as a result of higher steps/potential higher entry step of deputy position
	<u>30,633</u>	
Other Charges	(49,300,000)	Due to an accounting change, realignment VLF no longer passes through this budget
	<u>(4,316,679)</u>	Accounting change - moved to Operating Transfers Out
	(53,616,679)	
Transfers	5,626	Higher costs for CAO/HSS support staff time
Reimbursements	10,930,554	Due to an accounting change, this is now shown below as Operating Transfers Out
Total Appropriations	<u>(42,649,866)</u>	
Operating Transfers Out	(1,438,677)	Reduced due to lower lease costs and greater ARMC ability to pay their own lease costs
	(1,733,095)	Reduced subvention to ARMC due to increased ARMC fee for service revenues
	82,599	Transfer to FAD to finance ARMC lease reserve contribution per financing plan
	<u>4,316,679</u>	Accounting change - moved from other charges
	<u>1,227,506</u>	
Total Requirements	<u>(41,422,360)</u>	
Revenues		
State and Federal Aid	(49,300,000)	Due to an accounting change, realignment VLF no longer passes through this budget
Realignment	10,930,554	Accounting change (see reimbursements above)
	(1,438,677)	Less realignment due to reduced transfers out to lease fund (see Op Trans Out above)
	(1,733,095)	Less realignment due to reduced subvention to ARMC (see Op Trans Out above)
	82,599	Per ARMC lease payment plan, these funds are being brought in to fund lease reserve
	<u>36,259</u>	Increased realignment in due to higher salary/transfer costs
	<u>7,877,640</u>	
Total Revenues	<u>(41,422,360)</u>	
Local Cost	<u>-</u>	

## OVERVIEW OF BUDGET

**DEPARTMENT: HUMAN SERVICES SYSTEM**  
**INTERIM ASSISTANT COUNTY ADMINISTRATOR: CAROL ANSELM**

The Human Services System (HSS) is composed of eight county departments: Behavioral Health, Public Health, Children's Services, Transitional Assistance, Aging and Adult Services, Preschool Services, Child Support Services, and Veterans Affairs; and three subdivisions: HSS Management Services, HSS Information Technology and Support, and HSS Performance Education Resource Center (PERC). Children's Services, Transitional Assistance, Adult Services, the CalWORKs-funded portion of Jobs and Employment Services, and all HSS subdivisions are included in the HSS administrative claim process. The purpose of the claim process is to provide the county with the means for determining the costs applicable to each of the numerous welfare programs. This cost determination is necessary to satisfy federal and state reporting and funding requirements, and to determine appropriate federal and state financial reimbursement to the county for each of the welfare programs. Subsistence payments and aid to indigents are either direct payments to welfare recipients or payments to organizations that provide service to the welfare recipients. The HSS Assistant County Administrator is responsible for the following budget units that encompass several HSS departments: Administrative Claim, Subsistence Payments, and Aid to Indigents.

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	<b>2002-03</b>			
	<b>Appropriations</b>	<b>Revenue</b>	<b>Local Cost</b>	<b>Staffing</b>
Administrative Claim	331,489,425	319,725,182	11,764,243	4,409.1
Subsistence Payments	420,327,685	399,251,194	21,076,491	-
Aid to Indigents	1,614,343	269,772	1,344,571	-
<b>TOTAL</b>	<b>753,431,453</b>	<b>719,246,148</b>	<b>34,185,305</b>	<b>4,409.1</b>

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: ADMINISTRATIVE CLAIM (AAA DPA)

#### I. GENERAL PROGRAM STATEMENT

This budget unit represents the administrative claim made by the county for social services programs under applicable mandatory federal and state regulations. Included are Transitional Assistance Department (TAD), Department of Children's Services (DCS), Department of Aging and Adult Services (DAAS), CalWORKs funded programs of the Jobs & Employment Services Department (JESD), the Performance, Education Resource Center (PERC), and the Administrative Support functions provided by HSS Administration (HSSA). Resulting changes are identified below.

#### II. BUDGET & WORKLOAD HISTORY

	<u>Actual 2000-01</u>	<u>Budget 2001-02</u>	<u>Estimated 2001-02</u>	<u>Budget 2002-03</u>
Total Requirements	271,532,933	316,899,035	295,481,609	331,489,425
Total Revenue	260,092,476	303,900,688	282,483,262	319,725,182
Local Cost	11,440,457	12,998,347	12,998,347	11,764,243
Budgeted Staffing		4,400.6		4,409.1

##### Workload Indicators

TAD Average Monthly Caseload	157,000	184,000	168,220	172,000
DCS Referrals - Annual	60,490	61,475	61,700	62,105
DCS Average Monthly Caseload	8,347	8,636	8,506	8,642
IHSS Average Monthly Caseload	10,102	11,459	11,862	13,523

Estimated 2001-02 expenditures reflect projected salary and benefit savings of \$13.7 million due to difficulty hiring and retaining staff in many HSS departments. Services and supplies will be under spent as a result of the lower staffing levels. Revenue will be less than budgeted due to the reduced amount of expenses incurred and claimed.

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

Total budgeted staffing increase of 8.5 Full-Time Equivalents (FTE) is distributed as follows:

**TAD** – Net **decrease** of 37 budgeted positions. Includes: a reduction of 52.5 budgeted FTE because of the termination of temporary Public Service Employees hired to work with the Welfare Data Tracking Information Program (WDTIP) which will be completed in October 2002, an increase of 17 budgeted FTE to remedy the Food Stamp Error Rate sanction and a net decrease of 1.5 budgeted FTE for various other program changes.

**DCS** – Net **increase** of 100 budgeted positions made possible by increased State allocation for Child Welfare Services. Allows the Department to meet increased caseload and additional State mandated case management requirements. Includes a shift of 13 Automated Systems Technicians from DCS to HSS Administration (Information & Technology Support Division – ITSD). The majority of the increase is a result of mid-year actions already approved by the Board of Supervisors and full-year funding of positions previously approved.

**DAAS** – Net **increase** of 0.5 budgeted positions.

**JESD** – Net **decrease** of 94.5 budgeted positions because of anticipated decrease in availability of CalWORKs funding.

**HSS Administration** – Net Increase of 39.5 budgeted positions – Centralization of HSS administrative support services provided to HSS Departments and the ensuing organizational changes have resulted in the need to increase support staff in this budget unit. The majority of the increase is a result of mid-year actions already approved by the Board of Supervisors. Associated costs will be significantly offset by charges that will be made to those departments and are reflected in reimbursement accounts. This total includes:

- **Auditing Division** – net increase of 20 budgeted positions. An increase in HSS Auditing staff is necessary to perform expanded centralized billing function for the CalWORKs Child Care program in order to transition another 9,000 cases to Auditing. It has recently been decided that relocating these staff to TAD offices will better serve the program. This move will be complete by 6/30/02.

## HUMAN SERVICES SYSTEM

- **Buildings and Finance Division** – net increase of 2.5 budgeted positions. An increase in HSS Central Warehouse staff is due to increased workload in Closed files as a result of the Welfare Data Tracking Information Project. This also includes an increase to Contracts staff due to integration of Health Care contracts under HSS.
- **Information Technology and Support Division** – net increase of 26.0 budgeted positions. This includes the 13 Automated Systems Technicians transferred from DCS. Also includes a transfer of 11 positions for the CIV automation project which will now be cost centered in ITSD (100% reimbursed by CIV State funding). 2 FTEs have been added to provide increased services to HSS departments and to fully implement the County's IT prototype model introduced in 2001-02.
- **PERC** – net decrease of 3.0 budgeted positions. This reflects the removal of PSE positions.
- **Program Legislation and Research Division** – net increase of 4.3 budgeted positions. Additional staffing is required due to the expansion of State/Federal funded programs, expansion of the number of HSS departments and the need to integrate services through the HSS Integration Initiative Project.
- **Program Integrity Division** – net increase of 2.7 budgeted positions.
- **HSS Personnel** – net decrease of 1.0 budgeted position. This reflects the removal of a PSE position.
- **Administration** – net decrease of 12.0 budgeted positions. This reduction reflects the removal of Children and Families Commission positions from the staffing count in DPA budget.

### PROGRAM CHANGES

None

### OTHER CHANGES

#### Department of Children's Services

- Child Welfare Services Programs – To allow the Department to fully utilize an estimated increase in allocation of \$6.8 million for a total of \$69.2 million requires an additional \$368,038 County share-of-cost. This County share will maximize available Child Welfare Services funding allowing for the addition of 45.4 budgeted staffing positions to meet increased demands on Child Welfare Services. The budgeted staffing also includes positions for administrative support.

#### Department of Aging and Adult Services

- In Home Supportive Services Programs - \$497,875 increase of County share-of-cost is required for the In Home Supportive Services-Individual Provider costs. This program is essentially an entitlement program that provides personal and domestic services for aged, blind and disabled persons, enabling them to remain in their homes rather than be institutionalized. The additional local funding is necessary due to projected caseload growth in FY 2002-03 and the required County share of the IHSS Public Authority administrative costs.
- Aging Programs - A temporary one-time shift of Local County Cost in the amount of \$974,137 is required to offset the estimated Local Cost need of Title III/VII Aging Programs. Realignment of staff, stagnation of funding streams and the need to fund service contracts at current levels has contributed to the need for local funding to supplement traditional funding. DAAS will be examining its staffing levels carefully in the coming year and make the necessary adjustments in order to stay within existing funding allocations. Local funding has been shifted from the Administrative Claim budget and will be replaced by Realignment Sales Tax Revenue.

#### Jobs & Employment Services Department - CalWORKs Funded Programs

- Anticipated decrease in availability of CalWORKs funding necessitates the planned reduction of current staffing levels and some supportive services provided to participants. The cost of some supportive services will be shifted to the Workforce Investment Act (SAC JOB) funding available to JESD. The net decrease of \$5.9 million results in no change to Local Cost.

#### Total Local Cost Changes

In aggregate the Administrative Claim Budget Unit requires a net additional County share of cost of \$1,840,050. No General Fund Local Cost will be required, as this amount will be provided from the Social Services Sales Tax Trust. Social Services Sales Tax Trust was created during the State Tax Realignment process to offset local cost, and in general, is limited to use for designated social services programs. All HSS programs are State and/or Federal mandates and county funding is either mandated as a percentage of total program costs or as maintenance of effort.

## **HUMAN SERVICES SYSTEM**

This proposed budget was developed based on estimated funding allocations. Actual allocations will not be known until the State budget process is complete. Any necessary adjustments will be submitted to the Board of Supervisors as a mid-year adjustment to the Final Budget.

### **IV. POLICY ITEMS**

None

### **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: HSS Administration  
FUND: General AAA DPA

FUNCTION: Public Assistance  
ACTIVITY: Administration

HUMAN SERVICES SYSTEM

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	179,021,145	192,690,783	20,322,858	304,390	213,318,031	(8,842,507)	204,475,524	
Services and Supplies	33,206,522	39,474,331	1,330,349	-	40,804,680	(2,227,190)	38,577,490	
Central Computer	3,158,980	3,153,318	444,542	-	3,597,860	-	3,597,860	
Other Charges	40,198,357	39,416,934	2,137,590	-	41,554,524	3,817,780	45,372,304	
Equipment	6,898,475	5,480,434	-	-	5,480,434	(747,707)	4,732,727	
Transfers	<u>33,303,971</u>	<u>38,177,071</u>	<u>1,363,532</u>	<u>-</u>	<u>39,540,603</u>	<u>(7,076,219)</u>	<u>32,464,384</u>	
Total Exp Authority	295,787,450	318,392,871	25,598,871	304,390	344,296,132	(15,075,843)	329,220,289	
Less:								
Reimbursements	<u>(305,841)</u>	<u>(1,493,836)</u>	<u>-</u>	<u>-</u>	<u>(1,493,836)</u>	<u>124,679</u>	<u>(1,369,157)</u>	
Total Appropriation	295,481,609	316,899,035	25,598,871	304,390	342,802,296	(14,951,164)	327,851,132	
Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,638,293</u>	<u>3,638,293</u>	
Total Requirements	295,481,609	316,899,035	25,598,871	304,390	342,802,296	(11,312,871)	331,489,425	
<b>Revenue</b>								
Fines & Forfeitures	23,245	-	-	-	-	-	-	
Taxes	96,790	-	-	-	-	-	-	
Current Services	858,930	414,365	-	-	414,365	29,635	444,000	
State, Fed or Gov't Aid	281,292,005	303,306,323	25,858,838	304,390	329,469,551	(10,513,369)	318,956,182	
Other Revenue	196,449	180,000	-	-	180,000	145,000	325,000	
Other Financing Sources	<u>15,843</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenue	282,483,262	303,900,688	25,858,838	304,390	330,063,916	(10,338,734)	319,725,182	
Local Cost	12,998,347	12,998,347	(259,967)	-	12,738,380	(974,137)	11,764,243	
Budgeted Staffing		4,400.6	178.0	-	4,578.6	(169.5)	4,409.1	

## HUMAN SERVICES SYSTEM

### Base Year Adjustments

Salaries and Benefits	649,230	Full year funding
	7,799,004	Mid-year Board increase - BAI 11/20/01
	9,999,114	MOU increases
	1,875,510	Retirement increases
	<u>20,322,858</u>	
Services and Supplies	577,807	Inflation
	(151,290)	Risk management liabilities
	28,212	EHAP
	875,620	2420 One-time shift
	<u>1,330,349</u>	
Central Computer	<u>444,542</u>	
Other Charges	<u>2,137,590</u>	Mid-year Board increase - BAI 11/20/01
Transfers	<u>1,363,532</u>	Mid-year Board increase - BAI 11/20/01
Total Requirements	<u>25,598,871</u>	
Total Revenue	<u>25,858,838</u>	2% budget reduction
Total Local Cost	<u>(259,967)</u>	

### Mid-Year Adjustments

Salaries and Benefits	304,390	PERC reorganization - Approved by the Board on March 26, 2002 - No additional FTE's
Total Requirements	<u>304,390</u>	
Total Revenue	<u>304,390</u>	
Total Local Cost	<u>-</u>	

# HUMAN SERVICES SYSTEM

## Recommended Program Funded Adjustments

Salaries and Benefits	Total	
Total TAD	(1,331,436)	Net Changes to Transitional Assistance Department
Total Fraud	166,199	Net Changes to Program Integrity Division
Total JESD	(895,405)	Net Changes to Jobs and Employment Services
Total DCS	(702,851)	Net Changes to Department of Childrens Services
Total DAAS	(145,276)	Net Changes to Department of Aging and Adult Services
Total Admin	1,473,644	Net Changes to HSS Administrative Divisions
	(7,407,382)	Vacancy Factor
	<u>(8,842,507)</u>	
Services and Supplies	(408,000)	Reduction in Computer Hardware purchases.
	(960,215)	Reduction in Inventoriable Equipment.
	(374,396)	Reduction in Noninventoriable Equipment.
	598,446	Increase in Utility costs - some utilities to be paid separate from lease.
	(248,944)	Reduction in Vehicle Liability due to rate structure change.
	307,285	Increase in Presort and Packaging, Courier and Printing Costs.
	(611,383)	Reduction in Temporary Help Services.
	1,627,855	Increase in COWCAP rate.
	(367,877)	Reduction in distributed DP Charges.
	(1,250,253)	Reduction in system development charges.
	461,228	Increase of DP Maintenance from ITSD.
	438,811	Increase due to Real Estate Services agent costs shift.
	(903,920)	Reduction in Mileage Reimbursement.
	(535,827)	Overall Reduction in other Services and Supplies.
	<u>(2,227,190)</u>	
Other Charges	(500,000)	Decrease in Gain - Ancillary
	(1,343,262)	Decrease in Gain - Programs
	4,174,975	Increase in DCS Direct to Program and Public Assistance
	380,750	Increase in Transportation of Children
	(92,082)	Decrease in Other Support and Care
	1,175,010	Increase in IHSS Provider Payments
	22,389	Overall increase to Other Charges
	<u>3,817,780</u>	
Equipment	(747,707)	Decrease in copier purchases, and lease purchase equipment.
Transfers	(7,076,219)	Decrease due to transfers budgeted in 01/02 now being budgeted as 200 & 300
Reimbursements	124,679	Increase due to reimbursements reported in 01/02 being budgeted as revenue in 02/03.
Total Appropriations	<u>(14,951,164)</u>	
Operating Transfers Out	3,638,293	Budgeted as a transfer in 2002-03
Total Requirements	<u>(11,312,871)</u>	
Revenues		
Current Services	29,635	Increase in Health Services Fees
State and Federal Aid	(10,513,369)	Decrease due to reduction of program costs.
Other Revenues	145,000	Some reimbursments budgeted last fiscal year are budgeted as revenue this fiscal year.
Total Revenues	<u>(10,338,734)</u>	
Local Cost	<u>(974,137)</u>	



## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Admin Supervisor II	-	(0.50)	Buildings and Finance Division - Workload	Workload	Ongoing
Staff Analyst II	-	(2.00)	Buildings and Finance Division - Workload	Workload	Ongoing
Clerk III	-	(2.00)	Buildings and Finance Division - Workload	Workload	Ongoing
HSS Program Spec II	-	0.50	Program, Legislative, Research Division - Workload	Workload	Ongoing
Admin Supv I	-	0.50	Program, Legislative, Research Division - Workload	Workload	Ongoing
Admin Supv I	-	0.50	Buildings and Finance Division - Workload	Workload	Ongoing
Admin Supv II	-	0.50	Buildings and Finance Division - Workload	Workload	Ongoing
Staff Analyst II	-	1.50	Buildings and Finance Division - Workload	Workload	Ongoing
Accounting Tach	-	0.50	Buildings and Finance Division - Workload	Workload	Ongoing
Admin Analyst III	-	1.00	Buildings and Finance Division - Workload	Workload	Ongoing
Admin Supv II	-	1.50	Buildings and Finance Division - Workload	Workload	Ongoing
HSS Program Specialist II	-	0.50	Dept. Aging and Adult Services - Workload	Workload	Ongoing
Admin Supv I	-	0.50	Dept. Childrens Services - Workload	Workload	Ongoing
Staff Analyst II	-	0.50	Dept. Childrens Services - Workload	Workload	Ongoing
Supv Fiscal Clerk I	-	0.50	Dept. Childrens Services - Workload	Workload	Ongoing
Fiscal Clerk II	-	1.50	Dept. Childrens Services - Workload	Workload	Ongoing
HSS Program Spec I	-	2.00	Dept. Childrens Services - Workload	Workload	Ongoing
Clerk III	-	0.50	Dept. Childrens Services - Workload	Workload	Ongoing
HSS Program Spec I	-	0.50	Dept. Childrens Services - Workload	Workload	Ongoing
Auto Systems Tech	-	1.50	Dept. Childrens Services - Workload	Workload	Ongoing
Clerk III	-	1.00	Dept. Childrens Services - Workload	Workload	Ongoing
Deputy County Council IV	-	0.50	Dept. Childrens Services - County Counsel Staff - Workload	Workload	Ongoing
County Counsel Paraleg	-	0.50	Dept. Childrens Services - County Counsel Staff - Workload	Workload	Ongoing
Translators	40	40.00	TAD - Conversion of 36 PSE Positions to regular classified positions	Workload	Ongoing
EWS I	6	3.00	TAD - Implementation of the Corective Action Program (CAP)	Workload	Ongoing
EW III	3	1.50	TAD - Implementation of the Corective Action Program (CAP)	Workload	Ongoing
Clerk II	7	3.50	TAD - Implementation of the Corective Action Program (CAP)	Workload	Ongoing
PSE	(36)	(36.00)	TAD - Conversion of 36 PSE Positions to regular classified positions	Workload	Ongoing
EWS I	2	2.00	TAD - Additions due to positions moving to C-IV	Workload	Ongoing
Program Spec I	1	0.50	TAD - Implementation of the Corective Action Program (CAP)	Workload	Ongoing
Fiscal Clerk II	(40)	(40.00)	JESD - Reclass denied	Workload	Ongoing
Fiscal Clerk I	40	40.00	JESD - Reclass denied	Workload	Ongoing
ESS	-	6.00	JESD - Workload	Workload	Ongoing
Senior Social Svc Practitioner	15	7.50	DCS - Workload	Workload	Ongoing
Social Service Practitioner	15	7.50	DCS - Workload	Workload	Ongoing
Social Worker II	26	13.00	DCS - Workload	Workload	Ongoing
Social Service Aide	4	2.00	DCS - Workload	Workload	Ongoing
Intake Specialists	15	9.00	DCS - Workload	Workload	Ongoing
Admin Sup II	1	0.60	DCS - Workload	Workload	Ongoing
Fiscal Clerk III	1	0.60	DCS - Workload	Workload	Ongoing
Fiscal Clerk II	4	2.40	DCS - Workload	Workload	Ongoing
Deputy Director	1	0.60	DCS - Workload	Workload	Ongoing
Child Welfare Svcs Mgr	1	0.60	DCS - Workload	Workload	Ongoing
Program Specialist II	1	0.60	DCS - Workload	Workload	Ongoing
<b>Subtotal</b>	<b>107</b>	<b>76.90</b>			

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Secretary II	2	1.20	DCS - Workload	Workload	Ongoing
Clerk III	10	6.00	DCS - Workload	Workload	Ongoing
Attorney IV - County Counsel	1	0.60	DCS - Workload	Workload	Ongoing
Exec Sec II - County Counsel	2	1.20	DCS - Workload	Workload	Ongoing
Clerk III - County Counsel	2	1.20	DCS - Workload	Workload	Ongoing
Social Service Aides	6	3.00	DAAS - Workload - conversion of PSE positions	Workload	Ongoing
PSE	(6)	(3.00)	DAAS - Workload - conversion of PSE positions	Workload	Ongoing
Social Service Aides	3	1.50	DAAS - Workload	Workload	Ongoing
Program Specialist I	1	0.50	DAAS - Workload	Workload	Ongoing
Social Worker II	6	0.54	DAAS - Workload	Workload	Ongoing
PSE	(1)	(0.50)	HSS Personnel - Converting to fulltime position	Workload	Ongoing
Clerk III	1	0.50	HSS Personnel - Workload - conversion of PSE position	Workload	Ongoing
Program Specialist II	1	0.50	PLRD - Workload - PID development	Workload	Ongoing
Admin Sup I	2	1.00	PLRD - Reclass/Workload	Reclass	Ongoing
SSSP	-	(0.50)	PLRD - Return to TAD	Program Change	Ongoing
Business Applications Mgr	3	1.50	ITSD - BAI 9/25/01 - Reclass of ASA II	Reclass	Ongoing
Business Systems Analyst III	5	2.50	ITSD - BAI 9/25/01 - Reclass of ASA II	Reclass	Ongoing
Applications Specialist	2	1.00	ITSD - BAI 9/25/01 - Reclass of ASA II	Reclass	Ongoing
Automated Systems Analyst II	(10)	(10.00)	ITSD - BAI 9/25/01 - Reclass of ASA II	Reclass	Ongoing
IT Account Mgr	(1)	(1.00)	ITSD - BAI 9/25/01 - Reclass of ASA II	Reclass	Ongoing
Storekeeper	3	1.50	BFD - Workload	Workload	Ongoing
Admin Sup I	1	-	BFD - Workload	Workload	Ongoing
Sup Fiscal Clerk II	4	2.00	HSS Auditing - Workload - Childcare billing unit	Workload	Ongoing
Assistant Auditing Mgr	-	1.00	HSS Auditing - Workload	Workload	Ongoing
Fiscal Clerk II	15	7.50	HSS Auditing - Workload - Childcare billing unit	Workload	Ongoing
CBO Partnership Prog Resource Ctr	1	0.50	Administration - Workload	Workload	Ongoing
EWS I	-	3.00	- Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-year	Ongoing
EW III	-	1.50	- Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-year	Ongoing
Clerk II	-	3.50	- Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-year	Ongoing
Prog Spec I	-	0.50	- Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-year	Ongoing
<b>Subtotal</b>	<b>53</b>	<b>28.74</b>			

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Senior Social Service Practitioner	-	7.50	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Social Service Practitioner	-	7.50	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Social Worker II	-	13.00	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Social Service Aide	-	2.00	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Intake Specialists	-	6.00	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Admin Sup II	-	0.40	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Fiscal Clerk III	-	0.40	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Fiscal Clerk II	-	1.60	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Deputy Director	-	0.40	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Child Welfare Services Mgr	-	0.40	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Program Specialist II	-	0.40	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Secretary II	-	0.80	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Clerk III	-	4.00	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Attorney IV - County Counsel	-	0.40	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Exec Sec II - County Counsel	-	0.80	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Clerk III - County Counsel	-	0.80	DCS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Social Service Aides	-	3.00	DAAS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
PSE	-	(3.00)	DAAS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Social Service Aides	-	1.50	DAAS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Program Specialist I	-	0.50	DAAS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Social Worker II	-	5.46	DAAS - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
PSE	-	(0.50)	HSS Personnel - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Clerk III	-	0.50	HSS Personnel - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Program Specialist II	-	0.50	PLRD - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Admin Sup I	-	1.00	PLRD - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
SSSP	-	(0.50)	PLRD - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Business Applications Mgr	-	1.50	ITSD - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Business Systems Analyst III	-	2.50	ITSD - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Applications Specialist	-	1.00	ITSD - Workload - Full-Year Fund Mid-Year 2001-02 Additions	Mid-Year	Ongoing
<b>Subtotal</b>	-	59.86			

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Storekeeper	-	1.50	BFD - Workload - Full Year Fund Midyear FY0102 Additions	Mid-Year	Ongoing
Admin Sup I	-	1.00	BFD - Workload - Full Year Fund Midyear FY0102 Additions	Mid-Year	Ongoing
Sup Fiscal Clerk II	-	2.00	HSS Auditing - Workload - Full-Year Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Fiscal Clerk II	-	7.50	HSS Auditing - Workload - Full-Year Mid-Year 2001-02 Additions	Mid-Year	Ongoing
CBO Partnership Prog Resource C	-	0.50	HSS Admin - Workload - Full-Year Mid-Year 2001-02 Additions	Mid-Year	Ongoing
Chief Learning Officer	1	1.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Clerk II	(1)	(1.10)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Clerk III	(2)	(2.00)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Clerk IV	1	1.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Cont. County Trng Mgr	(1)	(1.00)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Media Specialist	(1)	(0.10)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Media Tech Specialist	1	1.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
SSP	-	(3.00)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
SSSP	(1)	(1.00)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Staff Analyst I	1	1.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Staff Analyst II	(2)	(0.20)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Staff Dev Trng Inst	(7)	(6.10)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Staff Trng Instructor	11	11.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Staff Trng Instructor	1	0.50	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Statistical Methods Analyst	1	1.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Supv Prog Spec	(1)	(1.00)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
TAD Trng Inst	(15)	(15.00)	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Trng & Dev Mgr	1	1.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Trng & Dev Specialist	8	8.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Trng & Dev Supervisor	3	3.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
Trng Instructor	2	2.00	Performance Evaluation Resource Center Reorganization - BAI 3/26/02	Mid Year Adjustment	Ongoing
PSE	(3)	(3.00)	PERC - Workload	Workload	Ongoing
Chief Clerk	(1)	(1.00)	TAD - Class Deleted	Workload	Ongoing
Childcare Provider	-	(1.00)	TAD - Workload	Workload	Ongoing
Clerk IV	1	5.00	TAD - Workload	Workload	Ongoing
District Manager	1	0.50	TAD - Workload	Workload	Ongoing
PSE	(13)	(13.00)	TAD - Workload	Workload	Temporary
PSE - WDTIP	-	(52.50)	TAD - Workload - WDTIP Program Ending First Quarter FY0203	Workload	Temporary
Staff Analyst II	1	1.00	TAD - Workload	Workload	Ongoing
Supv Program Spec I	1	1.00	TAD - Workload	Workload	Ongoing
Clerk I	(1)	(1.00)	Program Integrity Division - Workload	Workload	Ongoing
Subtotal	(14)	(51.50)			

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Clerk II	(1)	(1.00)	Program Integrity Division - Workload	Workload	Ongoing
Clerk III	1	1.70	Program Integrity Division - Workload	Workload	Ongoing
Fraud Investigator	-	1.00	Program Integrity Division - Workload	Workload	Ongoing
Fraud Investigator II	1	0.50	Program Integrity Division - Workload	Workload	Ongoing
Qual Rev Spec I	-	1.00	Program Integrity Division - Workload	Workload	Ongoing
Staff Analyst I	-	1.00	Program Integrity Division - Workload	Workload	Ongoing
Staff Analyst II	-	(0.50)	Program Integrity Division - Workload	Workload	Ongoing
Auto Systems Analyst I	(1)	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Auto Systems Analyst II	1	1.00	Jobs and Employment Services - Workload	Workload	Ongoing
Accounting Tech	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Auto Systems Tech	-	(2.00)	Jobs and Employment Services - Workload	Workload	Ongoing
CalWorks Subs Program Employee	(21)	(21.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Chief Deputy JESD	-	0.50	Jobs and Employment Services - Workload	Workload	Ongoing
Clerk II	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Clerk III	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Clerk IV	-	(10.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Empl. Serv. Tech.	-	(9.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Employment Svs Mgr	(1)	(1.00)	Jobs and Employment Services - Transfer to SAC JOB	Program Change	Ongoing
Employment Svs Spec	-	(22.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Employment Svs Spec	(3)	(3.00)	Jobs and Employment Services - Transfer to SAC JOB	Program Change	Ongoing
Employment Svs Analysts	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Fiscal Clerk I	-	4.00	Jobs and Employment Services - Workload	Workload	Ongoing
JESD Regional Mgr	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
JTPA - Summer Youth Aide	-	(9.00)	Jobs and Employment Services - Workload	Workload	Ongoing
PIC	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
PSE	-	(20.00)	Jobs and Employment Services - Workload	Workload	Ongoing
HSS Program Spec II	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Secretary I	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Supv Emp Svs Analyst	(1)	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Supv Employment Services Spec 1	-	(9.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Supv Fiscal Clerk I	-	11.00	Jobs and Employment Services - Workload	Workload	Ongoing
Supv Fiscal Clerk II	-	(1.00)	Jobs and Employment Services - Workload	Workload	Ongoing
Child Abuse Prevention Coor	1	0.50	Childrens Network - Workload	Workload	Ongoing
Subtotal	(24)	(96.30)			

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Cont Asst Director CFC	(1)	(1.00)	Children and Families Commision - removal from DPA Budget	Workload	Ongoing
Cont Exec Director CFC	(1)	(1.00)	Children and Families Commision - removal from DPA Budget	Workload	Ongoing
Cont Admin Analyst	(1)	(1.00)	Children and Families Commision - removal from DPA Budget	Workload	Ongoing
Cont Prog Executive Assistant	(1)	(1.00)	Children and Families Commision - removal from DPA Budget	Workload	Ongoing
Cont CFC Specialist	(1)	(1.00)	Children and Families Commision - removal from DPA Budget	Workload	Ongoing
Cont Office Assitant	(1)	(1.00)	Children and Families Commision - removal from DPA Budget	Workload	Ongoing
Deputy Admin Officer	-	(1.00)	HSS Administration - Workload	Workload	Ongoing
EWS I	-	(3.00)	HSS Administration - Workload	Workload	Ongoing
PSE	(3)	(3.00)	HSS Administration - Workload	Workload	Ongoing
Clerk IV	1	0.50	HSS Auditing - Workload	Workload	Ongoing
Fiscal Clerk III	1	0.50	HSS Auditing - Workload	Workload	Ongoing
Fiscal Clerk II	-	(1.00)	HSS Auditing - Workload	Workload	Ongoing
PSE	-	(2.50)	BFD - Workload	Workload	Ongoing
Admin Sup II	1	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
Auto Systems Analyst I	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
Employment Svs Specialist	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
EW II	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
EW III	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
EWS I	-	2.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
EWS II	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
HSS Program Spec I	-	(5.00)	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
JESD Regional Mgr	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
SESS I	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
TAD Training Instructor	-	1.00	C-IV - Fully Reimbursed Positions - Workload	Workload	Ongoing
Applications Specialist	1	0.50	ITSD - Workload	Workload	Ongoing
Applications Specialist	3	3.00	ITSD - Workload	Workload	Ongoing
Auto Sys Analyst I	1	1.00	ITSD - Workload	Workload	Ongoing
Auto Sys Analyst I	1	1.00	ITSD - Workload	Workload	Ongoing
Auto Sys Analyst I	-	1.00	ITSD - Workload	Workload	Ongoing
Auto Sys Analyst I	2	2.00	ITSD - Workload	Workload	Ongoing
Auto Systems Tech	-	13.00	ITSD - Workload	Workload	Ongoing
Subtotal	2	12.00			

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Child Abuse Prev Event Coord - Cle	1	0.50	Childrens Network - Workload	Workload	Ongoing
Cont Child Care Coordinator	(1)	(1.00)	Childrens Network - Reclass	Reclass	Ongoing
Child Care Coord	1	1.00	Childrens Network - Reclass	Reclass	Ongoing
Admin Supv I	-	(1.00)	DCS - Workload	Workload	Ongoing
Auto Systems Tech	-	(13.00)	DCS - Workload	Workload	Ongoing
Childcare Provider	-	1.00	DCS - Workload	Workload	Ongoing
Clerk II	-	5.00	DCS - Workload	Workload	Ongoing
CWS MGR	-	1.00	DCS - Workload	Workload	Ongoing
HSS Prog Spec I	-	(5.00)	DCS - Workload	Workload	Ongoing
Social Service Aide	-	1.00	DCS - Workload	Workload	Ongoing
Social Service Aide	20	-	DCS - Workload	Workload	Ongoing
Staff Analyst II	-	(0.50)	DCS - Workload	Workload	Ongoing
Accountant I	(1)	(1.00)	DAAS - Workload	Workload	Ongoing
Admin Supv II	-	(1.00)	DAAS - Workload	Workload	Ongoing
Clerk II	12	12.00	DAAS - Workload	Workload	Ongoing
Clerk III	1	1.00	DAAS - Workload	Workload	Ongoing
DAAS Network Officer	(1)	(1.00)	DAAS - Workload	Workload	Ongoing
Fiscal Clerk II	1	0.40	DAAS - Workload	Workload	Ongoing
IHSS Assistant	(2)	(2.00)	DAAS - Workload	Workload	Ongoing
HSS Program Spec I	(2)	(2.00)	DAAS - Workload	Workload	Ongoing
HSS Program Spec II	(1)	(1.00)	DAAS - Workload	Workload	Ongoing
PSE	-	(13.00)	DAAS - Workload	Workload	Ongoing
Secretary I	-	(0.50)	DAAS - Workload	Workload	Ongoing
Social Service Prac	(4)	(4.00)	DAAS - Workload	Workload	Ongoing
Social Service Aide	(8)	(8.00)	DAAS - Workload	Workload	Ongoing
Social Worker I	(28)	(28.00)	DAAS - Workload	Workload	Ongoing
Social Worker II	41	40.40	DAAS - Workload	Workload	Ongoing
SR. Information & Ref Area Coord	(1)	(1.00)	DAAS - Workload	Workload	Ongoing
Social Service Prac	2	1.70	DAAS - Workload	Workload	Ongoing
Supv Social Worker	(2)	(2.00)	DAAS - Workload	Workload	Ongoing
Supv HSS Program Spec	(1)	(1.00)	DAAS - Workload	Workload	Ongoing
Subtotal	27	(21.00)			

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Business Applications Mgr	1	1.00	ITSD - Workload	Workload	Ongoing
Business Applications Mgr	1	1.00	ITSD - Workload	Workload	Ongoing
Business Systems Analyst I	1	1.00	ITSD - Workload	Workload	Ongoing
Business Systems Analyst I	4	4.00	ITSD - Workload	Workload	Ongoing
Business Systems Analyst II	-	2.00	ITSD - Workload	Workload	Ongoing
Business Systems Analyst III	-	(2.00)	ITSD - Workload	Workload	Ongoing
Fiscal Clerk I	-	1.00	ITSD - Workload	Workload	Ongoing
Fiscal Clerk II	-	(2.00)	ITSD - Workload	Workload	Ongoing
HSS Prog Spec I	-	(7.00)	ITSD - Workload	Workload	Ongoing
IT Tech Assistant II	1	1.00	ITSD - Workload	Workload	Ongoing
PSE	-	(1.00)	ITSD - Workload	Workload	Ongoing
Staff Analyst II	-	(0.50)	ITSD - Workload	Workload	Temporary
Supv Auto Syst Analyst I	1	1.00	ITSD - Workload	Workload	Ongoing
Clerk II	-	1.00	HSS Personnel - Workload	Workload	Ongoing
Clerk II	1	0.50	HSS Personnel - Workload	Workload	Ongoing
PSE	-	(2.50)	HSS Personnel - Workload	Workload	Ongoing
EW III	-	1.00	PLRD - Workload	Workload	Ongoing
HSS Prog Spec I	-	0.30	PLRD - Workload	Workload	Ongoing
HSS Prog Spec II	1	1.00	PLRD - Workload - RWJ Grant	Workload	Temporary
PSE	-	(1.00)	PLRD - Workload	Workload	Ongoing
Subtotal	11	(0.20)			
Total	162	8.50			



## HUMAN SERVICES SYSTEM

### BUDGET UNIT: SUBSISTENCE PAYMENTS SUMMARY - PUBLIC ASSISTANCE (AAA - DVC, ETP, OCC; AAB - ATC, BHI, CAP, CAS, FGR, KIN, SED, UPP)

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
<b><u>APPROPRIATIONS</u></b>				
Public Assistance	383,723,725	404,608,512	410,772,623	420,327,685
TOTAL APPROP	383,723,725	404,608,512	410,772,623	420,327,685
<b><u>SOURCES</u></b>				
State & Federal	361,071,830	383,502,661	389,607,052	399,251,194
TOTAL SOURCES	361,071,830	383,502,661	389,607,052	399,251,194
Local Cost	22,651,895	21,105,851	21,165,571	21,076,491

### BUDGET UNIT: DOMESTIC VIOLENCE/CHILD ABUSE (AAA DVC)

#### I. GENERAL PROGRAM STATEMENT

This budget unit provides for a number of contracts with agencies to ensure temporary shelter, food, transportation and emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse.

- The domestic violence program under SB 1246 (Presley Fund) is funded by a surcharge on marriage licenses and provides funding for shelter care facilities, temporary housing, and counseling services.
- The child abuse prevention program is state funded under AB 2994 (Children's Trust Fund) by a surcharge on certified copies of birth certificates. This program provides: 1) training to childcare organizations/schools on child abuse recognition; 2) training of teenage parents encouraging proper care of infants and children; 3) group treatment for victims of abuse; and 4) group counseling for child abusers.
- An additional child abuse prevention program is funded under AB 1733. The services provided by this program are: 1) training to counselors on recognizing and reporting child abuse; 2) training to children, of preschool age to 14, on recognizing molestation and sexual abuse, avoidance techniques and reporting methods; and 3) training for parents and community groups in recognizing child abuse.

These programs are 100% funded by the three sources referenced above. There is no county general fund contribution nor staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriations	1,222,747	1,595,237	1,521,884	1,432,136
Total Sources	1,229,454	1,595,237	1,521,884	1,432,136
Local Cost	(6,707)	-	-	-

#### **Workload Indicators**

SB 1246 Contracts	\$266,000	\$383,132	\$378,000	\$332,492
AB 2994 Contracts	\$579,148	\$660,133	\$628,064	\$469,175
AB 1733 Contracts	\$518,613	\$551,972	\$515,820	\$630,469

## **HUMAN SERVICES SYSTEM**

### **III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS**

#### **STAFFING CHANGES**

None

#### **PROGRAM CHANGES**

Expected decreases in sales of marriage licenses and birth certificates will result in less funding for contracts subsidized by these special revenue funds.

#### **OTHER CHANGES**

Trust funds established for marriage license and birth certificate revenues are being transitioned into special revenue funds due to GASB 34 requirements. Due to this change revenues will now be reflected in the budget as 'Other Financing Sources' rather than State Aid. Funds will be transferred from these revenue funds to the DVC budget leaving AB 1733 (CAPIT) funds as the only state aid remaining in the budget.

### **IV. POLICY ITEMS**

None

### **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: Domestic Violence/Child Abuse  
FUND: General AAA DVC

FUNCTION: Public Assistance  
ACTIVITY: Aid Program

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Other Charges	1,521,884	1,595,237	(367,931)	-	1,227,306	204,830	1,432,136	
Total Appropriation	1,521,884	1,595,237	(367,931)	-	1,227,306	204,830	1,432,136	
<b>Revenue</b>								
State, Fed or Gov't Aid	1,521,884	1,595,237	(367,931)	-	1,227,306	(596,837)	630,469	
Total Revenue	1,521,884	1,595,237	(367,931)	-	1,227,306	(596,837)	630,469	
Operating Transfers In	-	-	-	-	-	801,667	801,667	
Total Sources	1,521,884	1,595,237	(367,931)	-	1,227,306	204,830	1,432,136	
Local Cost	-	-	-	-	-	-	-	

## Base Year Adjustments

Other Charges	(367,931)	Expected decrease in the sale of birth certificates based on eight-year average.
Total Appropriation	(367,931)	
Total Revenue	(367,931)	
Local Cost	367,931	

## Recommended Program Funded Adjustments

Other Charges	204,830	Revised projections show an expected increase in the sale of marriage licenses and birth certificates than reflected in the original 2002-03 budget target package.
Total Appropriations	204,830	
Revenues		
State and Federal Aid	(596,837)	Revenues now reflected as "operating transfers in" rather than "state aid" as a result of transition from trust funds to special revenue funds due to GASB 34.
	(596,837)	
Total Revenues	(596,837)	
Operating Transfers In	801,667	Expected revenues from the sale of birth certificates and marriage licenses in addition to the trust fund balances from 2001-02.
Total Sources	204,830	
Local Cost	-	

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: CHILD CARE PROVIDER PAYMENTS (AAA ETP)

#### I. GENERAL PROGRAM STATEMENT

This is a comprehensive multi-use program budget. All childcare programs administered by the Transitional Assistance Department (TAD) are budgeted within this unit. This expanded program is one of the major programs of the federal welfare reform and the resulting State CalWORKs program. The expanded programs are intended to fund childcare for CalWORKs recipients that are seeking employment or have obtained employment and continue through employment stabilization for a period of up to two years. This budget unit also incorporates the program that funds childcare for families in which the child is under the auspices of the Department of Children's Services and is at risk of parent abuse or neglect.

Estimated allocations and contracts for 2002-03 for this program are projected to be \$68.5 million. These childcare provider payments are 100% federal and state funded through reimbursements by the state. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	75,098,323	83,762,245	81,831,184	68,504,316
Total Revenue	75,031,761	83,749,092	81,818,031	68,504,316
Local Cost	66,562	13,153	13,153	-
<b><u>Workload Indicators</u></b>				
Annual Paid Cases	21,871	23,179	23,149	18,229
Average Monthly Aid	\$294	\$320	\$295	\$313

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

Major changes will be debated during the State budget hearings that may significantly reduce funding for childcare. Key points to be discussed will be the income eligibility levels, charging a family fee for all families, reducing reimbursement rates for providers, and changing the criteria for the eligibility list. These changes will affect Stages 1&2 in possible reductions of up to 21%. It is also proposed that Stage 3 will be eliminated as of April 1, 2003. The proposal transfers families in Stage 3 and the funds attributable to them to the Alternative Payment Program that serves low-income families. Families that exhaust their eligibility for Stage 1 and Stage 2 childcare after March 31, 2003 would compete with other low-income working families for subsidized slots based on family income and space availability. It is unknown how the federal block grant and Child Protective Services Child Care funding will be affected.

As of April 9, 2002 The California State Association of Counties Assembly Budget subcommittee responsible for child care restored the budget to reflect the continuation of the current child care policy and directed legislative staff to identify \$110 million in other savings in order to fund the Stage 3 set aside. This issue will be discussed again on May 8.

If reforms do not go into effect in 2002-03, the department in its mid-year Board Agenda will increase appropriation and revenue levels for childcare.

##### **OTHER CHANGES**

None

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
 DEPARTMENT: Entitlement Payments  
 FUND: General AAA ETP

FUNCTION: Public Assistance  
 ACTIVITY: Aid Programs

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Other Charges	81,831,184	83,762,245	(11,561,021)	-	72,201,224	(3,696,908)	68,504,316	
Total Appropriation	81,831,184	83,762,245	(11,561,021)	-	72,201,224	(3,696,908)	68,504,316	
<b>Revenue</b>								
State, Fed or Gov't Aid	81,818,031	83,749,092	(11,561,021)	-	72,188,071	(3,683,755)	68,504,316	
Total Revenue	81,818,031	83,749,092	(11,561,021)	-	72,188,071	(3,683,755)	68,504,316	
Local Cost	13,153	13,153	-	-	13,153	(13,153)	-	

## Base Year Adjustments

Other Charges	(11,561,021)	Due to a reduction in federal and state funding.
Total Appropriation	(11,561,021)	
Total Revenue	(11,561,021)	
Total Local Cost	-	

## Recommended Program Funded Adjustments

Other Charges	(3,696,908)	Due to reduction in federal and state funding .
	(3,696,908)	
Total Appropriations	(3,696,908)	
Revenues		
State and Federal Aid	(3,683,755)	
	(3,683,755)	
Total Revenues	(3,683,755)	
Local Cost	(13,153)	Shifted to the HSS administrative budget.

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: OUT-OF-HOME CHILD CARE (AAA OCC)

#### I. GENERAL PROGRAM STATEMENT

This program provides assistance payments for room, board and care for those children pending determination of eligibility for state or federal aid, those who are ineligible due to other resources, or those who are illegal aliens. Some of these children have serious emotional and medical problems, which increases the difficulty of locating appropriate facilities for their care. Costs for this program can fluctuate based on the unique nature and requirements of each individual case. This program is 100% locally funded. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	411,656	772,000	417,242	437,521
Total Revenue	754	-	-	-
Local Cost	410,902	772,000	417,242	437,521

##### Workload Indicators

Paid Cases Per Month	44	44	40	40
Average Monthly Aid	\$1,117	\$1,350	\$870	\$877

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

None

##### PROGRAM CHANGES

None

##### OTHER CHANGES

Paid cases per month have remained steady from the previous year. Average monthly aid per case has dropped by almost 40% due to the availability of lower cost foster homes to care for the at risk kids.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Out-of-Home Child Care  
FUND: General AAA OCC

FUNCTION: Public Assistance  
ACTIVITY: Aid Program

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Other Charges	417,242	772,000	(334,479)	-	437,521	-	437,521	
Total Appropriation	417,242	772,000	(334,479)	-	437,521	-	437,521	
Local Cost	417,242	772,000	(334,479)	-	437,521	-	437,521	

Base Year Adjustments

Services and Supplies	(334,479)	Due to reduction in cost per child and 2% cut in Local from CAO.
Total Appropriation	(334,479)	
Total Revenue	-	
Total Local Cost	-	

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: AID TO ADOPTIVE CHILDREN (AAB ATC)

#### I. GENERAL PROGRAM STATEMENT

This program provides financial assistance to adopting parents who would otherwise not be able to provide for a child's special needs. The children, on whose behalf monies are paid, are disadvantaged children personally or physically handicapped, or are adolescents. This program enables hard to place children to be adopted and taken out of the higher cost Foster Care program. This budget is funded approximately 46% State, 38.6% Federal with the remaining costs offset by State Realignment Sales Tax Revenue and Local Cost. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	7,728,252	8,888,741	11,474,441	14,103,489
Total Revenue	7,090,300	8,126,332	10,483,293	13,176,268
Local Cost	637,952	762,409	991,148	927,221
<b><u>Workload Indicators</u></b>				
Paid Cases Per Month	1,221	1,438	1,565	1,924
Average Monthly Aid	\$ 525	\$ 515	\$ 609	\$ 610

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

The continued anticipated program growth is due to the success of legislation promoting participation in this program to reduce the number of children in the Foster Care program. Estimated expenditures are based on a projected caseload growth of 29 new cases per month. Caseload is expected to average 1,924 cases per month with an average grant amount of \$610.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None



GROUP: Human Services System  
DEPARTMENT: Aid to Adoptive Children  
FUND: General Fund AAB ATC

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Other Charges	11,474,441	8,888,741	4,403,481	-	13,292,222	811,267	14,103,489	
Total Appropriation	11,474,441	8,888,741	4,403,481	-	13,292,222	811,267	14,103,489	
<b>Revenue</b>								
State, Fed or Gov't Aid	10,483,293	8,126,332	4,418,729	-	12,545,061	631,207	13,176,268	
Total Revenue	10,483,293	8,126,332	4,418,729	-	12,545,061	631,207	13,176,268	
Local Cost	991,148	762,409	(15,248)	-	747,161	180,060	927,221	

## Base Year Adjustments

Other Charges	4,403,481	Support for increased caseload and average grant amount.
Total Appropriation	<u>4,403,481</u>	
Total Revenue	<u>4,418,729</u>	Federal and state revenue, and 2% budget reduction
Total Local Cost	<u>(15,248)</u>	

## Recommended Program Funded Adjustments

Other Charges	811,267	Increased expenditures due to projected growth in caseload and increased average grant amount.
	<u>811,267</u>	
Total Appropriations	<u>811,267</u>	
Revenues		
State and Federal Aid	<u>631,207</u>	Increased State reimbursement due to higher expenditures.
	<u>631,207</u>	
Total Revenues	<u>631,207</u>	
Local Cost	<u>180,060</u>	

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: AFDC – FOSTER CARE (AAB BHI)

#### I. GENERAL PROGRAM STATEMENT

This program provides aid payments for children living in foster homes and group-care facilities. The caseload for foster care is derived from both the Department of Children's Services (DCS) (approximately 89%) and Probation (approximately 11%). The cost of Probation related foster care cases is approximately 4.5 times greater than DCS cases due to the higher levels of care required for these juveniles.

There are two funding eligibility criteria in the Foster Care Program, federal and non-federal. Foster Care placements are generally eligible for federal financial participation if the parents are eligible for the previous Aid to Families with Dependent Children (AFDC) Program criteria.

- The federal government reimburses approximately 45% of the cost of federally eligible cases.
- The state reimburses approximately 21% of the cost of federally eligible cases and 40% of the cost of non-federally eligible cases
- The remaining county share-of-cost is reimbursed from the non-custodial parents (\$700,000); the Social Services Sales Tax Trust (\$24 million); and the county general fund (\$13.9 million)

There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	88,034,593	92,255,739	89,209,144	91,761,451
Total Revenue	71,380,469	78,077,689	75,031,094	78,257,382
Local Cost	16,654,124	14,178,050	14,178,050	13,504,069
<b><u>Workload Indicators</u></b>				
<b><u>Non-Federal</u></b>				
Annual Paid Cases	14,906	15,650	14,515	14,520
Paid Cases Per Month	1,242	1,304	1,210	1,210
Average Monthly Aid	\$1,674	\$1,727	\$1,635	\$1,675
<b><u>Federal</u></b>				
Annual Paid Cases	45,213	44,377	43,551	43,548
Paid Cases Per Month	3,768	3,698	3,629	3,629
Average Monthly Aid	\$1,387	\$1,470	\$1,486	\$1,528

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

Wraparound Services is a new pilot program authorized by SB 613. It is scheduled to begin in 2002-03. The program is aimed at keeping children in their homes rather than in high-level Foster Care placements. A contracted vendor will provide intensive case management, perform needs assessments, develop individualized family and child service plans, and implement and monitor appropriate services/resources. Costs for this program are expected to be minimal in 2002-03. The County will be able to claim State reimbursement for contracted services according to the approved rate care level (RCL) foster care placements for the children in this program.

## **HUMAN SERVICES SYSTEM**

### **OTHER CHANGES**

The State Budget Update # 2 projects a 0.2% decrease in cases statewide. In an effort to be conservative, and due to the success of Probation programs, transfer of children to the Kin-Gap program, and the promotion of the Aid to Adoptive Children program, cases are projected to remain stable. Average case costs should experience a slight increase due to a shift in the numbers of Foster Family Group Homes to the more costly Foster Family Agencies. The shift of cases from the Foster Care Program to the Kin-Gap program and the Aid to Adoptive Children program is anticipated to result in a local cost savings.

#### **IV. POLICY ITEMS**

None

#### **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: AFDC Foster Care  
FUND: General AAB BHI

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Other Charges	89,209,144	92,255,739	2,326,287	-	94,582,026	(2,820,575)	91,761,451	
Total Appropriation	89,209,144	92,255,739	2,326,287	-	94,582,026	(2,820,575)	91,761,451	
<b>Revenue</b>								
State, Fed or Gov't Aid	74,331,094	77,377,689	2,609,848	-	79,987,537	(2,430,155)	77,557,382	
Other Revenue	700,000	700,000	-	-	700,000	-	700,000	
Total Revenue	75,031,094	78,077,689	2,609,848	-	80,687,537	(2,430,155)	78,257,382	
Local Cost	14,178,050	14,178,050	(283,561)	-	13,894,489	(390,420)	13,504,069	

## Base Year Adjustments

Other Charges	941,133	Based on a projected increase in the average of state and federal grants at the time of the 2nd year-end estimates.
	1,385,154	Increase per Board Item#73, 11-20-01, to cover expenditures to Probation for Fouts
		Springs Youth Facility and projected case expenditures
Total Appropriation	2,326,287	
Revenue	1,224,694	Includes \$521,230 in state and federal revenues and \$419,903 in state realignment revenues and 2% budget reduction
	1,385,154	Increase per Board Item#73, 11-20-01, to cover expenditures to Probation for Fouts
		Springs Youth Facility and projected case expenditures
Total Revenue	2,609,848	
Total Local Cost	(283,561)	

## Recommended Program Funded Adjustments

Other Charges	(2,820,575)	Expenditures now projected to stabilize due to the success of Probation programs, the transfer of children to the Kin-Gap program and the Aid to Adoptive Children Program.
Total Appropriations	(2,820,575)	
Revenues		
State and Federal Aid	(2,430,155)	Funding now projected to stabilize. No case growth forecasted.
	(2,430,155)	
Total Revenues	(2,430,155)	
Local Cost	(390,420)	

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: REFUGEE CASH ASSISTANCE (AAB CAP)

#### I. GENERAL PROGRAM STATEMENT

This program provides assistance payments for a maximum of eight months to all refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKS programs. Although expenditures for 2001-02 are relatively low, the 2002-03 appropriation for this budget is being held at the current level since refugee situations can change dramatically. This program is 100% federally funded and open-ended. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	35,156	520,000	102,069	520,000
Total Revenue	35,010	520,000	102,069	520,000
Local Cost	146	-	-	-
<b><u>Workload Indicators</u></b>				
Paid Cases Per Month	14	133	20	98
Average Monthly Aid	\$235	\$326	\$442	\$442

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

None

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Refugee Cash Assistance Program  
FUND: General AAA CAP

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

HUMAN SERVICES SYSTEM

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Other Charges	102,069	520,000	-	-	520,000	-	520,000	
Total Appropriation	102,069	520,000	-	-	520,000	-	520,000	
<b>Revenue</b>								
State, Fed or Gov't Aid	102,069	520,000	-	-	520,000	-	520,000	
Total Revenue	102,069	520,000	-	-	520,000	-	520,000	
Local Cost	-	-	-	-	-	-	-	

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: CASH ASSISTANCE FOR IMMIGRANTS (AAB CAS)

#### I. GENERAL PROGRAM STATEMENT

This program, under AB-2779, provides cash assistance to aged, blind and disabled legal immigrants who meet the Supplemental Security Income/State Supplementary Payment (SSI/SSP) immigration status requirements in effect on August 21, 1998 and all other current SSI/SSP eligibility requirements yet are no longer eligible for SSI/SSP solely due to their immigration status. This program is 100% state funded. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	705,795	1,103,544	800,465	1,053,030
Total Revenue	707,039	1,103,544	800,465	1,053,030
Local Cost	(1,244)	-	-	-

##### **Workload Indicators**

Paid Cases Per Month	113	131	107	117
Average Monthly Aid	\$521	\$702	\$619	\$747

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

Caseload was budgeted in 2001-02 at an average of 131 cases per month at an average grant amount of \$702. Caseload has not grown to previously estimated levels. Caseload is expected to average 117 cases per month in 2002-03 with an average grant amount of \$747. The grant amount has risen to an average of \$747 due to an expected increase in the SSI/SSP rate. This program's reimbursement is tied to the current SSI/SSP amount less \$10.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Cash Assistance - Immigrants  
FUND: General AAB CAS

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Other Charges	800,465	1,103,544	-	10,896	1,114,440	(61,410)	1,053,030	
Total Appropriation	800,465	1,103,544	-	10,896	1,114,440	(61,410)	1,053,030	
<b>Revenue</b>								
State, Fed or Gov't Aid	800,465	1,103,544	-	10,896	1,114,440	(61,410)	1,053,030	
Total Revenue	800,465	1,103,544	-	10,896	1,114,440	(61,410)	1,053,030	
Local Cost	-	-	-	-	-	-	-	

## Mid-Year Adjustments

Other Charges	10,896	Support for increased average grant.
Total Appropriation	10,896	
Total Revenue	10,896	
Total Local Cost	-	

## Recommended Program Funded Adjustments

Other Charges	(61,410)	Decrease in program expenditures due to decreased caseload.
Total Appropriations	(61,410)	
Revenues		
State and Federal Aid	(61,410)	Decrease in State reimbursement due to decrease in program expenditures.
Total Revenues	(61,410)	
Local Cost	-	



## HUMAN SERVICES SYSTEM

### BUDGET UNIT: CalWORKS – ALL OTHER FAMILIES (AAB FGR)

#### I. GENERAL PROGRAM STATEMENT

The budget provides CalWORKs assistance payments to families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. The federal (50%) and state (47.5%) governments reimburse costs for this program. A county general fund contribution of \$4,634,906 and child support payments of \$700,000 from non-custodial parents offset the remaining costs. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	186,373,482	191,461,364	199,982,263	213,396,272
Total Revenue	182,482,597	187,374,830	195,602,352	208,761,366
Local Cost	3,890,885	4,086,534	4,379,911	4,634,906
<b><u>Workload Indicators</u></b>				
Annual Paid Cases	380,601	376,554	392,845	411,924
Paid Cases Per Month	31,717	31,380	32,737	34,327
Average Monthly Aid	\$490	\$508	\$528	\$537

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

Appropriations increase of \$21,934,908 due to an expected caseload increase per the Governor's 2002-2003 proposed budget. The recent recession brought a blow to the labor market and the weak recovery has yet to see a major restoration of lost jobs. As a result, demand for financial assistance in the form of Temporary Aid to Needy Families (TANF) has increased. Federal and state reimbursements will offset much of the increase however, \$548,372 increased local cost will be necessary to meet increased demand.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: CalWORKS - All Other Families  
FUND: General AAB FGR

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

HUMAN SERVICES SYSTEM

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Other Charges	<u>199,982,263</u>	<u>191,461,364</u>	<u>18,505,220</u>	<u>-</u>	<u>209,966,584</u>	<u>3,429,688</u>	<u>213,396,272</u>	
Total Appropriation	199,982,263	191,461,364	18,505,220	-	209,966,584	3,429,688	213,396,272	
<b>Revenue</b>								
State, Fed or Gov't Aid	194,902,352	186,674,830	18,154,149	-	204,828,979	3,232,387	208,061,366	
Other Revenue	<u>700,000</u>	<u>700,000</u>	<u>-</u>	<u>-</u>	<u>700,000</u>	<u>-</u>	<u>700,000</u>	
Total Revenue	195,602,352	187,374,830	18,154,149	-	205,528,979	3,232,387	208,761,366	
Local Cost	4,379,911	4,086,534	351,071	-	4,437,605	197,301	4,634,906	

Base Year Adjustments

Other Charges	18,505,220	Due to expected 4.9% caseload increase per Governor's 2002-2003 proposed budget.
Total Appropriation	<u>18,505,220</u>	
Total Revenue	<u>18,154,149</u>	State and federal share of cost and 2% budget reduction.
Total Local Cost	<u>351,071</u>	

Recommended Program Funded Adjustments

Other Charges	3,429,688	Continued escalation of caseloads since budget targets were submitted indicates the need for increased appropriations.
Total Appropriations	<u>3,429,688</u>	
Revenues		
State and Federal Aid	3,232,387	Increased appropriations will result in increased revenue from both the state and federal governments.
	<u>3,232,387</u>	
Total Revenues	<u>3,232,387</u>	
Local Cost	<u>197,301</u>	This will be the county's share of the increased costs associated with the increasing TANF caseload.

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: CalWORKS – KIN GAP (AAB KIN)

#### I. GENERAL PROGRAM STATEMENT

This federal program was implemented Jan. 1, 2000. It provides a subsidy to children who leave the juvenile court dependency system to live with a relative legal guardian. It offers relative caregivers of dependent children a new option for providing a permanent home to these children. To be eligible for the program, the child must have lived with the relative at least 12 consecutive months, the relative guardianship must be established pursuant to Welfare and Institutions Code 366.26, and the juvenile court dependency for the child must be dismissed. Movement to the Kin-GAP program is not automatic. The court, with a recommendation from the Social Worker, has discretion regarding whether termination of dependency is in the child's best interest.

In 2002/03, it is estimated that 511 children will have transferred into the KIN-GAP program from the Foster Care Program and the CalWORKS – All Other Families Program.

The estimated Federal cost reimbursement is approximately 72% and the State cost reimbursement is approximately 14%. The remaining 14% is offset by a county general fund contribution. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	508,815	1,352,012	1,650,985	2,709,753
Total Revenue	437,153	1,177,822	1,423,810	2,334,426
Local Cost	71,662	174,190	227,175	375,327
<b><u>Workload Indicators</u></b>				
Annual Paid Cases	1,099	2,772	3,391	5,577
Paid Cases Per Month	92	231	283	465
Average Monthly Aid	\$463	\$488	\$486	\$486

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

The State Budget Update #2 projects an increase of 44% in cases in this program. This falls within department estimations that there will be an increase of approximately 146 cases to the KIN-GAP Program. Most of the increase will be due to the shifting of children from the Foster Care System into the KIN-GAP Program. It is estimated that by June 2003 there will be 511 children in the KIN-GAP program. Most of the caseload shift should take place within the first six months of the fiscal year. There is no additional cost impact to the county because of local cost savings projected for the Foster Care Program.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: CalWORKS - KIN GAP  
FUND: General AAB KIN

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Other Charges	<u>1,650,985</u>	<u>1,352,012</u>	<u>1,212,836</u>	<u>-</u>	<u>2,564,848</u>	<u>144,905</u>	<u>2,709,753</u>	
Total Appropriation	1,650,985	1,352,012	1,212,836	-	2,564,848	144,905	2,709,753	
<b>Revenue</b>								
State, Fed or Gov't Aid	1,416,110	1,177,822	1,033,367	-	2,211,189	113,237	2,324,426	
Other Revenue	<u>7,315</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>	
Total Revenue	1,423,425	1,177,822	1,033,367	-	2,211,189	123,237	2,334,426	
Local Cost	227,560	174,190	179,469	-	353,659	21,668	375,327	

## Base Year Adjustments

Other Charges	<u>1,212,836</u>	Increased expenditures due to projected increase in caseloads.
Total Appropriation	<u>1,212,836</u>	
State/Fed Revenue	<u>1,033,367</u>	State and federal revenue and 2% budget reduction.
Total Revenue	<u>1,033,367</u>	
Total Local Cost	<u>179,469</u>	

## Recommended Program Funded Adjustments

Other Charges	<u>144,905</u>	Increased expenditures due to projected increase in caseloads.
Total Appropriations	<u>144,905</u>	
Revenues		
State and Federal Aid	<u>113,237</u>	To fund the projected increase in caseloads of the program.
	<u>113,237</u>	
Other Revenue	<u>10,000</u>	Child Support Collections
	<u>10,000</u>	
Total Revenues	<u>123,237</u>	
Local Cost	<u>21,668</u>	

**HUMAN SERVICES SYSTEM****BUDGET UNIT: SERIOUSLY EMOTIONALLY DISTURBED (AAB SED)****I. GENERAL PROGRAM STATEMENT**

Assembly Bill 3263 requires the Department of Public Social Services to pay out-of-home costs for seriously emotionally disturbed (SED) children. The SED children under this program are those who have not been abused or neglected and are placed out-of-home pursuant to an individualized education program (IEP). These clients are referrals from the County Behavioral Health Department whom has case management and supervision responsibility. This budget includes an expenditure offset of \$100,000 from the Department of Behavioral Health for clients placed in residential facilities outside of the State of California. This budget is funded 40% by the State with the remainder funded from State Realignment Sales Tax and a County General Fund contribution. There is no staffing associated with this budget.

**II. BUDGET & WORKLOAD HISTORY**

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	2,314,149	2,499,757	2,180,173	2,365,658
Total Revenue	1,862,976	1,855,177	1,727,343	1,734,312
Local Cost	451,173	644,580	452,830	631,346
<b><u>Workload Indicators</u></b>				
Paid Cases Per month	37	40	36	39
Average Monthly Aid	\$5,739	\$5,416	\$5,202	\$5,202

**III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS****STAFFING CHANGES**

None

**PROGRAM CHANGES**

None

**OTHER CHANGES**

Caseload for this program is currently averaging 37 cases per month. The State budget expects a 6.2% increase in caseload in 2002-03, which raises the average caseload to 39 participants per month for Fiscal Year 2002-03. The average grant is currently averaging \$5,202. The state budget does not mention any COLA for this program for 2002-03 and the current average grant is used for the 2002-03 budget projection. Additionally, Program Administrators try to keep caseload at 40 cases per month or below and also try to place participants in this program in the lowest level of care pertinent to their particular situation.

**IV. POLICY ITEMS**

None

**V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: Seriously Emotionally Disturbed  
FUND: General AAB SED

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Other Charges	2,180,173	2,499,757	(112,042)	-	2,387,715	(22,057)	2,365,658	
Total Appropriation	2,180,173	2,499,757	(112,042)	-	2,387,715	(22,057)	2,365,658	
<b>Revenue</b>								
State, Fed or Gov't Aid	1,727,343	1,855,177	(99,150)	-	1,756,027	(21,715)	1,734,312	
Total Revenue	1,727,343	1,855,177	(99,150)	-	1,756,027	(21,715)	1,734,312	
Local Cost	452,830	644,580	(12,892)	-	631,688	(342)	631,346	

## Base Year Adjustments

Salaries and Benefits	
Other Charges	(112,042) Decreased expenditures.
Total Appropriation	<u>(112,042)</u>
Total Revenue	<u>(99,150)</u> 2% budget reduction
Total Local Cost	<u>(12,892)</u>

## Recommended Program Funded Adjustments

Other Charges	<u>(22,057)</u> Decreased expenditures due to lower number of cases and lower average grant per case.
	<u>(22,057)</u>
Total Appropriations	<u>(22,057)</u>
Revenues	
State and Federal Aid	<u>(21,715)</u> Decreased State reimbursement due to lower expenditures.
	<u>(21,715)</u>
Total Revenues	<u>(21,715)</u>
Local Cost	<u>(342)</u>

## HUMAN SERVICES SYSTEM

### BUDGET UNIT: CalWORKS – 2-PARENT FAMILIES (AAB UPP)

#### I. GENERAL PROGRAM STATEMENT

This program provides payments to resident families who are eligible for aid in accordance with state law. This budget includes all cases identified as having two parents in the home or in which the parent(s) is excluded from, or ineligible for, CalWORKs. It is estimated that approximately 8,424 dependents will be aided monthly.

The state (97.38%) and federal (.12%) governments reimburse costs for this program. Reimbursements from non-custodial parents of \$35,000 and a county general fund contribution of \$566,101 offset the remaining costs. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	21,290,757	20,397,873	21,602,773	24,044,059
Total Revenue	20,814,315	19,922,938	21,096,711	23,477,958
Local Cost	476,442	474,935	506,062	566,101
<b><u>Workload Indicators</u></b>				
Annual Paid Cases	37,920	33,804	37,617	40,669
Paid Cases Per Month	3,160	2,817	3,135	3,389
Average Monthly Aid	\$561	\$603	\$621	\$640

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

This budget assumes an estimated annual caseload increase of 3.9% from 2001-02 based on projections made in the Governor's 2002-03 proposed budget. The projected increase is due to an increase in demand for Temporary Aid to Needy Families (TANF) as a result of the weak recovery from the recent recession. The result of the expected caseload increase is an appropriation increase of approximately \$3,646,186 and a projected local cost increase of \$91,166.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: CalWORKs - 2-Parent Families  
FUND: General AAB UPP

FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Other Charges	21,602,773	20,397,873	3,908,844	-	24,306,717	(262,658)	24,044,059	
Total Appropriation	21,602,773	20,397,873	3,908,844	-	24,306,717	(262,658)	24,044,059	
<b>Revenue</b>								
State, Fed or Gov't Aid	21,061,711	19,887,938	3,822,564	-	23,710,502	(267,544)	23,442,958	
Other Revenue	35,000	35,000	-	-	35,000	-	35,000	
Total Revenue	21,096,711	19,922,938	3,822,564	-	23,745,502	(267,544)	23,477,958	
Local Cost	506,062	474,935	86,280	-	561,215	4,886	566,101	

## Base Year Adjustments

Salaries and Benefits			
Services and Supplies			
Other Charges	3,908,844	Due to expected 3.9% caseload increase per Governor's 2002-2003 proposed budget.	
Total Appropriation	<u>3,908,844</u>		
Total Revenue	<u>3,822,564</u>	State and federal share of cost, and 2% budget reduction	
Total Local Cost	<u>86,280</u>		

## Recommended Program Funded Adjustments

Other Charges	(262,658)	A slower rate of increase in the two-parent families receiving TANF since budget targets were submitted results in this slightly lower projection.	
Total Appropriations	<u>(262,658)</u>		
Revenues			
State and Federal Aid	(267,544)	The need for less appropriation translates to less need for reimbursement from the state and federal governments.	
	<u>(267,544)</u>		
Total Revenues	<u>(267,544)</u>		
Local Cost	<u>4,886</u>		



## HUMAN SERVICES SYSTEM

### BUDGET UNIT: AID TO INDIGENTS (AAA ATI)

#### I. GENERAL PROGRAM STATEMENT

This budget provides subsistence in the form of cash aids, food, shelter, and transportation to indigents who do not meet categorical eligibility requirements for state and federally funded programs. Services and supplies consist of a fixed amount contract with a law firm to assist clients in preparing applications. Other charges allow for general relief payment to facilitate transition to an employable status and to provide interim assistance pending receipt of Social Security Insurance (SSI) benefits. Other revenue represents retroactive SSI payments, which the county receives as reimbursement for general relief assistance provided to SSI eligible indigents prior to their enrollment in the SSI program. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<u>Actual 2000-01</u>	<u>Budget 2001-02</u>	<u>Estimated 2001-02</u>	<u>Budget 2002-03</u>
Total Appropriation	1,132,277	1,524,154	1,332,973	1,614,343
Total Revenue	264,855	447,000	318,279	269,772
Local Cost	867,422	1,077,154	1,014,694	1,344,571

##### Workload Indicators

Individuals Served Per Month	371	365	433	500
Average Monthly Aid	\$245	\$247	\$246	\$269

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

None

##### PROGRAM CHANGES

None

##### OTHER CHANGES

It is projected that caseload will continue to increase by 16% over the next fiscal year due to downturn of the economy. Average monthly aid per case has increased slightly over last year by 10% due to inflation.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Aid to Indigents  
FUND: General AAA ATI

FUNCTION: Public Assistance  
ACTIVITY: General Relief

HUMAN SERVICES SYSTEM

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Services and Supplies	45,317	100,000	(56,412)	-	43,588	-	43,588	
Other Charges	<u>1,287,656</u>	<u>1,424,154</u>	<u>146,601</u>	<u>-</u>	<u>1,570,755</u>	<u>-</u>	<u>1,570,755</u>	
Total Appropriation	1,332,973	1,524,154	90,189	-	1,614,343	-	1,614,343	
<b>Revenue</b>								
Other Revenue	<u>318,279</u>	<u>447,000</u>	<u>(177,228)</u>	<u>-</u>	<u>269,772</u>	<u>-</u>	<u>269,772</u>	
Total Revenue	318,279	447,000	(177,228)	-	269,772	-	269,772	
Local Cost	1,014,694	1,077,154	267,417	-	1,344,571	-	1,344,571	

Base Year Adjustments

MOU/Inflation

Services and Supplies	(56,412)	Reduction in projected spending with Law Firm that assists clients in preparing applications.
Other Charges	146,601	Increase in General Relief Cases and cost per case.
Total Appropriation	<u>90,189</u>	
Total Revenue	<u>(177,228)</u>	
Total Local Cost	<u>267,417</u>	

## HUMAN SERVICES SYSTEM

### OVERVIEW OF BUDGET

DEPARTMENT: HUMAN SERVICES SYSTEM  
INTERIM ASSISTANT COUNTY ADMINISTRATOR: CAROL ANSELM  
BUDGET UNIT: PROPOSITION 36 (RHD DPA)

#### I. GENERAL PROGRAM STATEMENT

In November 2000, California passed Proposition 36, the Substance Abuse and Crime Prevention Act of 2000 (Act). The Act mandated that certain persons convicted of a nonviolent drug possession offense, and any parolee who is determined by the Parole Authority to have committed a nonviolent drug possession offense, or violated any other drug-related condition of parole, will be provided drug treatment and related services in lieu of incarceration. On February 6, 2001 the Board of Supervisors designated Human Services System as the county lead agency for implementation of the Act and established a local interest earning trust fund for funds received from the state for this program. This special revenue fund is used to account for disposition of the funds received from the state.

#### II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Estimated 2001-02	Budget 2002-03
Total Requirements		8,137,959	6,259,856	8,197,710
Total Revenue		8,137,959	8,572,683	5,884,883
Fund Balance		-		2,312,827

Variances between estimated and budget for 2001-02 existed in contingencies due to lower than anticipated number of patients being treated under this program. Variances in revenue are the result of including estimated interest earnings.

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

None

##### PROGRAM CHANGES

Program changes affecting the budget include a decrease of \$3,456,177 in transfers due to a net decrease of \$484,368 to Probation for the elimination of start-up costs and anticipated increases in on-going costs, an increase of \$1,395 to Human Services System for support services, and a decrease of \$2,973,204 due to an accounting change.

Operating transfers out increased \$3,973,204 due to a \$1,000,000 anticipated increase in Alcohol and Drug treatment costs and a reclassification of transfers as mentioned above of \$2,973,204 due to GASB 34.

Changes in program revenues include: the elimination of start up revenues (\$2,778,228), the increase in the State allocation for on-going support (\$325,152), and the addition of interest revenue (\$200,000).

##### OTHER CHANGES

One-time funds transferred to Trial Court for updating their computer system were eliminated (\$25,000). This change is reflected in other charges.

Contingencies decreased \$432,276 due to the anticipated increases in expenses over the State allocation.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

#### VI. APPROVED POLICY ITEM CHANGE

None

GROUP: Human Services System  
DEPARTMENT: Human Services System - Proposition 36  
FUND: Special Revenue RHD DPA

FUNCTION: Public Assistance  
ACTIVITY: Administration

## ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Other Charges	25,000	25,000	-	-	25,000	(25,000)	-	
Contingencies	-	2,057,447	-	-	2,057,447	(432,276)	1,625,171	
Transfers	<u>6,234,856</u>	<u>6,055,512</u>	-	-	<u>6,055,512</u>	<u>(3,456,177)</u>	<u>2,599,335</u>	
Total Appropriation	6,259,856	8,137,959	-	-	8,137,959	(3,913,453)	4,224,506	
Operating Transfers Out	-	-	-	-	-	<u>3,973,204</u>	<u>3,973,204</u>	
Total Requirements	6,259,856	8,137,959	-	-	8,137,959	59,751	8,197,710	
<b>Revenue</b>								
Use of Money & Prop	263,490	-	-	-	-	200,000	200,000	
State, Fed or Gov't Aid	8,309,193	8,137,959	-	-	8,137,959	(2,453,076)	5,684,883	
Total Revenue	8,572,683	8,137,959	-	-	8,137,959	(2,253,076)	5,884,883	
Fund Balance	(2,312,827)	-	-	-	-	2,312,827	2,312,827	

## Recommended Program Funded Adjustments

Other Charges	<u>(25,000)</u>	Elimination of one-time cost to update court system
Contingencies	<u>(432,276)</u>	Decrease in contingencies due to increase in Alcohol and Drug treatment costs
Transfers	(484,368)	Decrease Probation allocation to reflect the elimination of one-time cost ( 695,781) and an increase in on-going costs (211,413)
	(2,973,204)	Budgeted as Operating Transfer Out
	1,395	Human Services System Support costs
	<u>(3,456,177)</u>	
Total Appropriations	<u>(3,913,453)</u>	
Operating Transfers Out	3,973,204	\$2,973,204 previously budgeted as Transfers and a \$1,000,000 increase in Alcohol & Drug treatment costs.
Total Requirements	<u>59,751</u>	
Revenue		
State and Federal Aid	(2,778,228)	One-time revenue used for implementation of the program
	325,152	Increase in County's allocation by the State
	<u>(2,453,076)</u>	
Other Revenue	<u>200,000</u>	Interest
Total Revenues	<u>(2,253,076)</u>	
Fund Balance	<u>2,312,827</u>	

## OVERVIEW OF BUDGET

DEPARTMENT: PRESCHOOL SERVICES  
ADMINISTRATOR: ROBERTA YORK  
BUDGET UNIT: RSC HPS

### I. GENERAL PROGRAM STATEMENT

Preschool Services has operated the Head Start and other childcare programs in San Bernardino County since 1965 providing comprehensive child development and family services to children, ages 3 to 5 years, of low income and disadvantaged families. As the primary program (80% of all funding), Head Start incorporates educational, health, nutritional, and psychological services in order to help children become ready to enter and succeed in school and life in general. Site expansion and currently operating sites will provide childcare services at 45 sites throughout the county. Other programs operated by this department include the State Preschool Program, the Child Development Program and the California Child Care Food and Nutrition program.

### II. BUDGET & WORKLOAD HISTORY

	<u>Actual</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
Total Appropriation	28,571,954	34,579,213	32,728,201	36,747,139
Total Revenue	29,483,122	33,241,666	31,287,478	36,850,315
Fund Balance		1,337,547		(103,176)
 Budgeted Staffing		622.2		653.7
 <u>Workload Indicators</u>				
Average daily # of classes	260	298	271	315
Average daily # of children	4,021	4,908	4,333	5,122

Estimated 2001-02 expenses are approximately \$1.85 million under budget due to the delayed opening of San Bernardino-North (lack of a suitable location), Ontario-Holt and Ontario-Maple sites. Additionally, several sites slated to open in 2001-02 have met with unanticipated delays: Adelanto, Apple Valley and Victorville expansion sites (still in the start-up phase).

### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

#### STAFFING CHANGES

Changes in budgeted staffing increased a net of 31.5 positions. Budgeted additions include 21.9 positions (24 authorized) to staff new sites anticipated to open in 2002-03 (Adelanto, Crestline, Joshua Tree, and San Bernardino), as well as administrative and program staff to handle the increased administrative workload and caseload management. The remaining 9.6 positions (15 authorized) are budgeted to provide full-year funding for positions added mid-year for expansion. Also reflected are increases in Salary and Benefit costs due to a slight decrease in the vacancy factor.

#### PROGRAM CHANGES

An increase in ongoing program revenue is due to a \$2.2 million Federal expansion grant, to serve 240 additional children, in the following full day / full year sites: Adelanto, Crestline, San Bernardino – East, San Bernardino – North, Upland (Easter Seals – Delegate Agency) and Joshua Tree (Copper Mountain College). Ontario – Maple's full-day class opened in January 2002. An additional State Department of Education Grant, to provide general childcare for additional 72 children, was awarded to the Department in the amount of \$471,000.

## **PRESCHOOL SERVICES**

### **OTHER CHANGES**

None

### **IV. POLICY ITEMS**

None

### **V. FEE CHANGES**

None

GROUP: Human Services System  
DEPARTMENT: Preschool Services Department  
FUND: Special Revenue RSC HPS

FUNCTION: Public Assistance  
ACTIVITY: Child Development

PRESCHOOL SERVICES

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Salaries and Benefits	19,386,779	21,755,941	449,151	-	22,205,092	1,370,142	23,575,234	
Services and Supplies	3,951,096	4,349,553	259,959	3,889	4,613,401	(767,050)	3,846,351	
Central Computer	54,029	35,200	-	-	35,200	55,457	90,657	
Other Charges	6,686,421	6,145,426	857,376	-	7,002,802	302,587	7,305,389	
Equipment	739,256	257,400	384,476	-	641,876	(641,876)	-	
Transfers	<u>1,910,620</u>	<u>2,035,693</u>	<u>114,829</u>	<u>-</u>	<u>2,150,522</u>	<u>(221,014)</u>	<u>1,929,508</u>	
Total Appropriation	32,728,201	34,579,213	2,065,791	3,889	36,648,893	98,246	36,747,139	
<b>Revenue</b>								
Use of Money & Prop	(155,146)	-	-	-	-	-	-	
State, Fed or Gov't Aid	31,457,165	33,241,666	2,065,791	3,889	35,311,346	1,538,969	36,850,315	
Other Revenue	<u>(14,541)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenue	31,287,478	33,241,666	2,065,791	3,889	35,311,346	1,538,969	36,850,315	
Fund Balance		1,337,547	-	-	1,337,547	(1,440,723)	(103,176)	
Budgeted Staffing		622.2			622.2	31.5	653.7	

## PRESCHOOL SERVICES

### Base Year Adjustments

Salaries and Benefits	449,151	The Board of Supervisors approved the following mid-year increases: #49 on October 16, 2001 for \$454,244 (State General Child Care - Wrap Around); #75 on November 20, 2001 for \$1,531,523 (Federal Head Start Expansion). With that increase, the Board approved the addition of 15 positions (3.16 FTEs); #57 on December 18, 2001 for \$80,024 (State General Child Care - Wrap Around and State Preschool COLA).
Services and Supplies	259,959	
Other Charges	857,376	
Equipment	384,476	
Transfers	114,829	
Total Appropriation	<u>2,065,791</u>	
Total Revenue	<u>2,065,791</u>	Federal and state aid
Total Fund Balance	<u>-</u>	

### Mid-Year Adjustments

Services and Supplies	3,889	#30 on March 12, 2002 for \$3,889 (State Preschool Instructional Materials - One-Time Only Grant).
Total Appropriation	<u>3,889</u>	
Total Revenue	<u>3,889</u>	Federal and state aid
Total Fund Balance	<u>-</u>	



## PRESCHOOL SERVICES

### Recommended Program Funded Adjustments

Salaries and Benefits	1,370,142	31.5 additional FTEs to staff new expansion sites opening in 02 - 03 and handle increased admin workload.
	<u>1,370,142</u>	
Services and Supplies	(147,950)	Decrease in Inventoriable Equipment is due to Preschool Services' 02/03 mid-year revision process where possible salary savings are redirected to this line item based on current needs & purchases.
	(62,333)	Decrease in Special Departmental Expense is due to Preschool Services' 02/03 mid-year revision process where possible salary savings are redirected to this line item based on current needs & purchases.
	101,569	Increase in Office Expense-Outside Vendors is due to expansion
	84,199	Increase in General Office Expense is due to expansion
	278,869	Increase in COWCAP costs
	65,000	Increase in Legal Opinions by County Counsel due to contract and lease reviews is expected to increase because
	80,000	Increase in General Household (ISF only) is due to expansion
	(42,322)	Decrease in Gen Maint-Struc, Imp & Grounds is due to Preschool Services' 02/03 mid-year revision process where possible salary savings are redirected to this line item based on current needs & purchases.
	99,860	Increase in Rents & Leases is due to an increase in real estate support and property taxes
	50,000	Increase in Vehicle Fuel Charges is due to acquisition of 12 new vehicles and anticipated increased workload due to expansion.
	(1,337,547)	Fund balance adjustment to correct overaccrual of 00-01 revenues.
	63,605	Net increase in various expenditures such as inventoriable equipment, training, air travel,
	<u>(767,050)</u>	
Central Computer	55,457	Increase is due to estimated increase in data processing costs
	<u>55,457</u>	
Other Charges	302,587	Other Charges will increase due to the redistribution and spending of year end purchases and the decrease due to the elimination of the 5% overage in the transportation and food contracts. These will be offset by the increase in Federal and State expansion.
	<u>302,587</u>	
Equipment	(641,876)	No fixed asset purchases are budgeted for 02/03. As part of the 02/03 mid-year budget revision process, Preschool Services will determine fixed asset needs & purchases with estimated salary savings.
	<u>(641,876)</u>	
Transfers	1,680,169	Increase is due to Real Estate Lease payments (\$1,597,369) and the Ontario Maple mortgage payment (\$82,800).
	249,339	Increase charges from HSS and HR support staff.
	(2,150,522)	Decrease due to transfer to 5010, 5012, and 5014. Not used in 02-03.
	<u>(221,014)</u>	
Total Appropriations	<u>98,246</u>	
Revenues		
State and Federal Aid	1,538,969	100% Federal and State funded. No Local Cost.
	<u>1,538,969</u>	
Total Revenues	<u>1,538,969</u>	
Fund Balance	<u>(1,440,723)</u>	

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Accnting Tech	(1)	(1.00)	Transferred to HSS Auditing	Program	Ongoing
Clerk III	2	2.00	Create position for Clerk III. Underfilling EWII & Sec I	Program	Ongoing
Eligibility Worker II	1	1.00	Workload	Program	Ongoing
Fiscal Clerk I	-	(1.00)	Reclass to Fiscal Clerk II	Program	Ongoing
Fiscal Clerk II	1	1.00	Reclass from Fiscal Clerk I	Program	Ongoing
HSS Prog Spec I	-	0.45	Fully funded position for new year.	Mid-year	Ongoing
Public Service Employee	8	-	Increase last year authorized (21) to a total of 29. Currently PSD has 39 PSE positions on EMAC with 22 filled. Ten of these positions will be deleted this year. Continuing needs for PSEs are due to staffing ratios & licensing requirements.	Program	Ongoing
PSD Eligibility Worker II	(1)	(1.00)	Clerk III currently underfilling	Program	Ongoing
PSD Eligibility Worker I	5	2.00	Workload for floater positions to cover for those employees out on LT sick leave. Converting 5 PSEs to EW II positions.	Program	Ongoing
Registered Nurse	-	(0.25)	Works 60 hrs per period.	Program	Ongoing
PSD Program Supervisor	-	(1.00)	Unfilled position - reduce FTE.	Program	Ongoing
Secretrary I	(1)	(1.00)	Clerk III currently underfilling	Program	Ongoing
Staff Analyst I	-	(1.00)	Staff Analyst II currently underfilling - transfer to SA II slot when acquired.	Program	Ongoing
Staff Analyst II	4	2.75	New positions for Finance (1) and Administration (2) workload. Full year funding for partially budgted positions.	Program	Ongoing
Volunteer Services Coordinator	1	1.00	Position on Emac and filled. Was inadvertently shown as a delete in FY 01/02.	Program	Ongoing
Program Generalist 12 mo	-	0.50	Increase for full year funding of filled position.	Program	Ongoing
Storekeeper 12 mo	1	1.00	Position approved for expansion and workload.	Program	Ongoing
Food Service Worker 12 mo	1	3.13	Position approved mid year by Board. Fully fund position for new year expansion.	Mid-year	Ongoing

Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
PSD Center Clerk 12 mo	2	4.25	Mid year Board approved. Fully fund filled positions FTE adjustment for expansion.	Mid-year	Ongoing
PSD Custodian	-	2.75	Full year funded positions for mid-year additions.	Program	Ongoing
General Maintenance Worker 12 mo	-	1.00	Full year funding positions partially budgeted.	Program	Ongoing
PSD Site Supervisor	2	1.46	Mid year approved and full year funding for expansion.	Mid-year	Ongoing
Teachers Aide 12 mo	4	2.81	Mid year approved for new school sites. FTE adjustments.	Mid-year	Ongoing
Teacher 12 mo	4	5.50	Mid year approved for new school sites. FTE adjustments.	Mid-year	Ongoing
Center Clerk 9 mo	-	(2.98)	FTE adjustments and rounding.	Program	Ongoing
Contract Fiscal Clerk II 9 mo	(1)	(1.00)	Converted to Fiscal Clerk II (Regular).	Program	Ongoing
Food Service Worker 9 mo	-	0.11	Full-year.	Program	Ongoing
Program Generalist 9 mo	-	0.03	Full-year.	Program	Ongoing
Storekeeper 9 mo	-	(1.00)	Position in 12 mo contract.	Program	Ongoing
Teacher 9 mo	-	4.09	Full-year.	Program	Ongoing
Custodian 9 mo	1	1.41	Site expansion for workload.	Program	Ongoing
Program Aide 9 mo	-	(0.03)	Full-year.	Program	Ongoing
Site Supervisor 9 mo	3	2.37	Will acquire additional positions for planned opening of new sites.	Program	Ongoing
Teacher Aide 9 mo	3	0.55	Will acquire additional positions for planned opening of new sites.	Program	Ongoing
Adjustment to Vacancy Factor	-	1.58	Change in vacancy factor	Program	Ongoing
Total:	39	31.48			

## OVERVIEW OF BUDGET

DEPARTMENT: PUBLIC HEALTH  
PROGRAMS ADMINISTRATOR: DOUG HALLEN

	2002-03				
	Appropriation	Revenue	Fund Balance	Local Cost	Staffing
Public Health	73,149,776	72,495,456		654,320	1,100.2
California Children's Services	10,716,023	9,177,982		1,538,041	154.3
Indigent Ambulance	472,501			472,501	
Cajon Pass	109,396	81,000	28,396		
Total	84,447,696	81,754,438	28,396	2,664,862	1,254.5

### BUDGET UNIT: PUBLIC HEALTH (AAA PHL)

#### I. GENERAL PROGRAM STATEMENT

The Department of Public Health provides a variety of services to prevent diseases and improve the health, safety, and quality of life of the residents of San Bernardino County. The department operates 36 different programs divided among four areas of Public Health: 1) Preventive Medicine Services, 2) Community Health Services, 3) Environmental Health Services, and 4) Administrative Support Services. Most of the programs, mandated by the State Health and Safety Code, are funded by state and federal grants, local fees, and general fund support.

#### II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Estimated 2001-02	Budget 2002-03
Total Appropriation	57,624,476	64,413,368	60,972,738	73,149,776
Total Sources	57,617,426	63,783,368	60,342,738	72,495,456
Local Cost	7,050	630,000	630,000	654,320
Budgeted Staffing		1,072.0		1,100.2

#### Workload Indicators

Patient Visits	99,254	103,730	101,277	106,065
Immunizations	143,740	135,300	142,500	151,205
Lab Examinations	102,551	101,100	99,096	99,100
Home Visits	45,741	38,655	30,714	32,500
Animal Control Responses	379,121	392,000	400,700	407,000
WIC Vouchers Distributed	693,307	702,000	729,730	747,600
Inspections/Permits	45,627	53,957	40,127	41,560

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### STAFFING CHANGES

In addition to base year and mid-year adjustments, budgeted staffing increased by a net 10.3 positions. Budget additions include an increase of 12.0 positions for a new Bioterrorism related grant, 8.4 positions due to additional funding for "The Earlier the Better" campaign. Reductions include 8.4 positions related to the "Ending Racial Disparities" grant and other minor changes in various programs netting to a reduction of 1.7 positions. The department is also converting recurrent positions to regular part-time, which will increase salary and benefit costs but will allow for more flexibility and reliability in staffing.

## **PUBLIC HEALTH**

### **PROGRAM CHANGES**

Program funded adjustments total \$2,986,776 in both appropriation and revenue. Of that increase, \$1,457,125 is a result of GASB 33 & 34 accounting changes. The remaining \$1,529,651 is comprised of three grant changes totaling \$276,500 and miscellaneous other changes of \$1,253,151.

Grant changes include: \$950,000 for a new bioterrorism grant to develop and implement a County response plan to a bioterrorism threat; \$416,500 from the CSUSB Foundation for "The Earlier the Better" campaign which is designed to improve parenting skills in certain targeted socio-economic groups; and a decrease in Federal Aid of \$1,090,000 as a result of the ending of the "Ending Racial Disparities" grant. These three changes total \$276,500.

The \$1,213,151 of other increases is composed of various programmatic revenue changes of: \$131,907 of current services revenue, \$153,200 of other revenue, a slight decrease of \$1,542 in licenses and permits revenue, and \$969,586 of state and federal revenues (discussed further in the following paragraph).

The increase of \$969,586 in state and federal revenue represents increased revenue from existing state and federal grants/programs over and above what was anticipated in the Base Year Adjustments. Within the Base Year Adjustments, it was anticipated that increased costs identified and approved by the Board of Supervisors during target setting, would be partially funded with state and federal grant revenues. Actual increases in these revenues were \$969,586 higher and that difference was included in the Recommended Program Funded Adjustments. The additional revenues are comprised of various changes across many Public Health programs including Women Infants & Children, the AIDS program, and communicable disease prevention. As with all Public Health grants, applications, acceptances, and amendments to any current agreements will all come before the Board of Supervisors for approval.

### **OTHER CHANGES**

Accounting changes as required by GASB 34 total \$1,457,125 million. These are reflected as an increase in total revenues, offset by a decrease in reimbursements.

## **IV. POLICY ITEMS**

A legacy billing system that is currently used to by PH for all Medi-Cal, Family PACT and CHDP claims is DOS-based and does not comply with the HIPAA final rule for electronic transactions and code sets and proposed HIPAA security rules. In March 2001, PH collaborated with ISD to circulate a RFI that identified two systems that would meet or exceed requirements.

The Animal Care & Control (ACC) program administration and the Vector Control (VC) program are both currently occupying leased facilities. Both ACC and VC facilities are at full capacity and do not have sufficient storage and operating areas for current operations. The Department projects a 25% growth of the programs over the next ten years. A combined facility makes organizational sense for the management of these programs. On June 8, 2001, the CAO approved CIP #01-44 for 21,671 sq. ft. for a seven year lease with options to 20 years. The yearly cost of the lease is estimated to be \$390,078. The planning for this item is being considered in conjunction with the healthcare administrative facility presented on the potential funding issues list from the Administrative Office.

On February 16, 2001, the CAO approved CIP#01-08 for 5,869 sq ft to relocate Public Health staff located in the county owned building at 222 Brookside, Redlands to leased space. The building is adjacent to a court building at 216 Brookside and moving PH would provide space for the District Attorney and Courts for jury assembly rooms. On November 16, 2001 the CAO approved CIP#01-89 to increase the previous space request to 8,210, to include the WIC program. Real Estate Services is currently conducting a Solicitation of Proposals Process for 11,000 sq ft for a five to seven year lease with options to 10 years. The yearly cost of the lease is estimated to be \$244,400. The Department requests \$118,932 funding for those increased costs that cannot be recovered through increased fees or grant funding.

## **PUBLIC HEALTH**

### **V. FEE CHANGES**

The Department requests the addition of an After Hours Death Registration Fee in the amount of \$50 per occurrence. This fee for service benefits the public by ensuring an expeditious death registration/burial permit process outside regular business hours. The fee will offset the cost of providing after hours on-call services to mortuaries throughout the County of San Bernardino and other California counties. The projected revenue for this additional fee is an average of \$600 per year.

The Immunization Program currently charges a Pediatric Administrative Fee of \$8 and a Tetanus Vaccine Fee of \$8. The Department requests an increase in the Pediatric Administrative Fee to \$10, an increase in the Tetanus Vaccine Fee to \$15 and the addition of an Adult/Travel Administrative Fee of \$15. Projected revenue with these increases is approximately \$267,000. The adjusted fees will offset increased supply costs for vaccines and medical supplies. If not approved, immunization services may have to be curtailed if the necessary vaccines and medical supplies cannot be procured.

The Tuberculosis Control Program provides Tuberculin Skin Test for a fee of \$10 and Chest X-Rays for a fee of \$25. The Public Health Department requests an increase in the Tuberculin Skin Test fee to \$15 and an increase in the Chest XRay fee to \$30. Projected revenue for these increased fees is approximately \$172,000. The revenue from these fees will offset increased supply costs. If these fee increases are not approved, services may need to be curtailed, if the necessary supplies and services cannot be procured.

The Animal Care & Control Program requests increases in Animal Licensing fees for Unspayed/unneutered dogs. The increased fees would be \$5 in each of three categories. (0-12 month durations, 13-24 month durations and 25+ month durations) This fee increase only affects unspayed/unneutered dogs. There is NO increase in the license fee for dogs that are spayed/neutered, which is significantly less (\$1.00 per month.) The projected revenue for this increase is \$365,623 per year. Spaying and neutering are effective means of reducing pet overpopulation. This fee revision will offer an incentive to pet owners to spay/neuter their dogs. This, coupled with the Board's support of the Spay/Neuter Voucher Program will proactively reduce the number of unwanted animals and allow the Department to the increasing costs of capturing and sheltering loose and unwanted or uncared for animals.

The Department requests a 5% adjustment in each 16.0313B Environmental Health Division Fee identified in the attached Fee Ordinance. The fee adjustment will provide the necessary revenue to offset mandated salary and benefit increases, revenue to cover the cost of updating and operating an obsolete non-integrated software system and revenues to offset the increase in facility costs. The projected revenue provided by this adjustment is approximately \$4,223,494.

GROUP: Human Services System  
DEPARTMENT: Public Health  
FUND: General AAA PHL

FUNCTION: Health & Sanitation  
ACTIVITY: Health

PUBLIC HEALTH

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items/Fee Adjustments
<b>Appropriations</b>								
Salaries and Benefits	44,828,037	49,209,630	4,456,379	75,927	53,741,936	1,130,621	54,872,557	-
Services and Supplies	21,945,912	21,945,634	1,782,181	14,073	23,741,888	761,767	24,503,655	875,255
Central Computer	290,337	290,337	234,372	-	524,709	-	524,709	-
Equipment	275,900	319,000	26,800	-	345,800	(900)	344,900	-
Transfers	<u>2,106,400</u>	<u>2,511,729</u>	<u>25,000</u>	<u>-</u>	<u>2,536,729</u>	<u>55,185</u>	<u>2,591,914</u>	<u>406,049</u>
Total Exp Authority	69,446,586	74,276,330	6,524,732	90,000	80,891,062	1,946,673	82,837,735	1,281,304
Less:								
Reimbursements	<u>(8,473,848)</u>	<u>(9,862,962)</u>	<u>(865,100)</u>	<u>-</u>	<u>(10,728,062)</u>	<u>1,040,103</u>	<u>(9,687,959)</u>	<u>-</u>
Total Appropriation	60,972,738	64,413,368	5,659,632	90,000	70,163,000	2,986,776	73,149,776	756,049
<b>Revenue</b>								
Licenses & Permits	6,049,900	6,367,142	-	-	6,367,142	(1,542)	6,365,600	525,255
Fines & Forfeitures	245,000	270,500	-	-	270,500	(25,500)	245,000	-
Taxes	1,522,000	1,622,000	-	-	1,622,000	(1,500,000)	122,000	-
Current Services	7,827,630	8,621,050	178,125	-	8,799,175	1,801,865	10,601,040	-
State, Fed or Gov't Aid	32,833,363	35,177,531	3,556,843	90,000	38,824,374	970,597	39,794,971	-
Other Revenue	191,100	51,400	-	-	51,400	178,700	230,100	-
Realignment	<u>11,673,745</u>	<u>11,673,745</u>	<u>1,900,344</u>	<u>-</u>	<u>13,574,089</u>	<u>-</u>	<u>13,574,089</u>	<u>-</u>
Total Revenue	60,342,738	63,783,368	5,635,312	90,000	69,508,680	1,424,120	70,932,800	-
Operating Transfers In					-	1,562,656	1,562,656	-
Total Sources	60,342,738	63,783,368	5,635,312	90,000	69,508,680	2,986,776	72,495,456	-
Local Cost	630,000	630,000	24,320	-	654,320	-	654,320	756,049
Budgeted Staffing		1,072.0	16.30	1.60	1,089.9	10.30	1,100.2	

# PUBLIC HEALTH

## Base Year Adjustments

Salaries and Benefits	3,549,971	General MOU and Retirement
	13,400	City of Montclair for Public health nursing services approved 10-16-01. .3 FTE PHN II
	663,829	YESS program with TAD. approved 10-23-01. 1 HES I.. 1 LVN II. 3 SSP. 2 Social Worker II. 1 SSSP. 1
	28,310	Reproductive Hlth Program. approved 12-4-01. 1 RN II. 2 Clerk II. delete Social Worker II
	73,820	Teensmart Outreach. approved 10-2-01. 1 HE Asst
	23,640	Occupant Protection Safety Pgm. approved 12-018-01. 1 HE Asst
	32,354	CHDP. approved 1-8-02. PH Program Coordinator
	24,800	Tobacco Use Reduction. approved 1-8-02. 1 HES I
	42,255	Chlamydia Testing and Screening. approved 12-18-01. 2 Hlth Ser Asst
	4,000	Disaster Medical Assistance. .125 FTE PSE. approved 10-2-01
	<u>4,456,379</u>	
Services and Supplies	240,723	Inflation. Risk Mgmt. EHAP. 2420 one time shift. 2% NCC cut
	75,145	Grant award for Healthv Schools/Healthv Communities Proj approved 10-2-01
	176,271	YESS program with TAD. approved 10-23-01
	11,600	City of Montclair for Public health nursing services approved 10-16-01
	56,381	Foothill AIDS Project approved 10-23-01
	330,648	Care and Support to Persons living with AIDS. approve 11-20-01
	61,734	Breast and Cervical Cancer Control Pgm. approved 8-7-01
	61,690	Reproductive Hlth Program. approved 12-4-01
	143,956	Early Steps Pgm. approved 7-31-01
	13,680	Teensmart Outreach. approved 10-2-01
	10,000	Calif Familv Health Council. approved 10-16-01
	103,900	Occupant Protection Safety Pgm. approved 12-018-01
	1,622	CHDP. approved 1-8-02
	195,000	Viral Load Testing. approved 1-8-02
	190,200	Tobacco Use Reduction. approved 1-8-02
	18,680	Rural Health Development Program. approved 1-8-02
	11,078	Chlamydia Testing and Screening. approved 12-18-01
	41,000	Disaster Medical Assistance. approved 10-2-01
	38,873	Farm & Ranch solid waste cleanup. approved 9-18-01
	<u>1,782,181</u>	
2410 Central Computer	234,372	
Equipment	20,000	Rural Health Development Program, approved 1-8-02
	6,800	Occupant Protection Safety Pgm, approved 12-018-01
	<u>26,800</u>	
Transfers	25,000	YESS program with TAD, approved 10-23-01
Reimbursements	(865,100)	YESS program with TAD. approved 10-23-01
Total Appropriation	<u>5,659,632</u>	
	178,125	Current Services
	1,900,344	Realignment increase
	<u>3,556,843</u>	State. Fed. Gov't Aid
Total Revenue	<u>5,635,312</u>	
Total Local Cost	<u>24,320</u>	

## Mid-Year Adjustments

Salaries and Benefits	75,927	Hepatitis C grant
Services and Supplies	14,073	Hepatitis C grant
Total Mid-Year Appropriation	<u>90,000</u>	
Total Mid-Year Revenue	<u>90,000</u>	
Total Mid-Year Local Cost	<u>-</u>	



# PUBLIC HEALTH

Recommended Program Funded Adjustments		
Salaries and Benefits	690,222	Bioterrorism grant
	395,900	Earlier the Better Grant
	<u>44,499</u>	Reduce salary savings, convert positions to regular part-time
	<u>1,130,621</u>	
Services and Supplies	(225,289)	Net decrease in various minor expenses
	433,087	Net increase in Purchase of Materials and Computer Hardware (moved from various object codes to consolidate and improve tracking of computer purchases)
	392,145	Increase in COWCAP
	(124,681)	Net decrease in Publications and Subscriptions due to Internet usage
	163,002	Increase in Rents not paid by Real Estate Services
	462,918	Increase in Medical Expense due to increased medical costs
	(87,780)	Decrease in Systems Development per budget instructions
	<u>(251,635)</u>	Decrease in Special Department Expense due to changes in grant funding
	<u>761,767</u>	
Equipment	228,100	Computer equipment, computer programs, copiers
	90,000	Animal transport box, pick-up truck bodies, cargo van
	(275,500)	One time equipment purchases made in 2001-2002
	<u>(43,500)</u>	One time vehicle purchases made in 2001-2002
	<u>(900)</u>	
Transfers	55,185	Increase in rent
Reimbursements	(417,022)	Grant increases in CalWorks, STOP and Personal Care Services
	<u>1,457,125</u>	GASB 34 change moved to Revenue
	<u>1,040,103</u>	
Total Appropriations	<u>2,986,776</u>	
Revenues		
Licenses & Permits	(1,542)	Decrease in licenses & permits issued
Fines & Forfeitures	(25,500)	Moved to Other Revenue
Taxes	(1,500,000)	Moved to Other Financing Sources
Current Services	1,316,114	GASB 34 change moved from Reimbursements
	(62,656)	GASB 34 change moved to Other Financing Sources
	131,907	Net increase in current services from various programs
	<u>416,500</u>	Increase in fees from CSUSB Foundation for "The Earlier the Better" campaign
	<u>1,801,865</u>	
State and Federal Aid	141,011	GASB 34 change moved from Reimbursements
	950,000	New Bioterrorism grant
	(1,090,000)	Decrease in Federal Aid "Ending Racial Disparities"
	<u>969,586</u>	Net increase in various State and Federal Aid grants
	<u>970,597</u>	
Other Revenue	25,500	Moved from Fines & Forfeitures
	22,400	Family Planning education services
	11,600	Death Data Entry
	15,000	Vector Surveys
	<u>104,200</u>	Net increase in donations and other miscellaneous revenue
	<u>178,700</u>	
Total Revenues	<u>1,424,120</u>	
Operating Transfers In	1,500,000	GASB 34 - Moved from Taxes (Vector Tax Assessments)
	<u>62,656</u>	GASB 34 - Moved from Current Services (VRIP Trust Fund)
Total Sources	<u>2,986,776</u>	
Local Cost	<u>-</u>	

## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Clerk II	2	2.00	see detail above under mid-year increase	Base Year	Ongoing
HES I	2	2.00	see detail above under mid-year increase	Base Year	Ongoing
HES II	2	2.00	see detail above under mid-year increase	Base Year	Ongoing
H S A I	2	2.00	see detail above under mid-year increase	Base Year	Ongoing
LVN II	1	1.00	see detail above under mid-year increase	Base Year	Ongoing
LVN II	(1)	(1.00)	added mid-year but not budgeted in new year	Base Year	Ongoing
PH Prgm Coord	2	2.00	see detail above under mid-year increase	Base Year	Ongoing
PHN II	-	0.30	see detail above under mid-year increase	Base Year	Ongoing
RN II	1	1.00	see detail above under mid-year increase	Base Year	Ongoing
Social Wkr II	1	1.00	see detail above under mid-year increase-1 delete, 2 adds	Base Year	Ongoing
SSP	3	3.00	see detail above under mid-year increase	Base Year	Ongoing
SSSP	1	1.00	see detail above under mid-year increase	Base Year	Ongoing
PH Prgm Coord	1	0.80	Hepatitis C grant	Mid-Year	Ongoing
H S A I	1	0.80	Hepatitis C grant	Mid-Year	Ongoing
Admin Clerk I	(1)	(1.00)	Nutrition	Reclass	Ongoing
Staff Analyst I	1	1.00	Nutrition	Reclass	Ongoing
HE Asst	(4)	(4.00)	Nutrition	Reclass	Ongoing
HES I	4	4.00	Nutrition - move to Health Ed if reclass is approved	Reclass	Ongoing
PH Lab Tech	(1)	(1.00)	Laboratory	Reclass	Ongoing
Laboratory Asst	1	1.00	Laboratory	Reclass	Ongoing
Nutritionist	(23)	(21.10)	Create new classification for Nutrition Section	Reclass	Ongoing
Nutritionist II	23	21.10	Create new classification for Nutrition Section	Reclass	Ongoing
ACO	4	7.00	Animal Control - reclass of recurrent ACOs to regular	Workload	Ongoing
ACO	(4)	(4.00)		Workload	Ongoing
ALC I	4	4.00	Animal Control - reclass of recurrent ALCs to regular	Workload	Ongoing
ALC I	(4)	(4.00)		Workload	Ongoing
H S A I	35	13.70	Child Hlth(27),Family Plan(4),WIC(4) reclass from PSEs	Workload	Ongoing
PSE	(35)	(13.70)	to new part-time regular positions	Workload	Ongoing
Admin Supv I	-	0.30	Maternal Health full year funding	Workload	Ongoing
ASA I	1	1.50	Automated systems support	Workload	Ongoing
ASA Tech	3	3.00	Automated systems support	Workload	Ongoing
CDI	5	4.00	Bioterrorism	Workload	Ongoing
Clerk II	10	10.10	Bioterrorism(2),FAS,Title I,WIC(2),Family Planning(2)	Workload	Ongoing
Clerk III	2	2.60	Vital Stats,AIDS,WIC	Workload	Ongoing
H S A I	1	1.20	AIDS, PHN Field Nursing	Workload	Ongoing
HEA	1	1.10	Health Education support	Workload	Ongoing
Laboratorian	1	1.00	Bioterrorism	Workload	Ongoing
Nutritionist II	1	1.20	Nutrition	Workload	Ongoing
NP III	-	0.30	Nurse Practitioner staff	Workload	Ongoing
PH Epidemiologist	2	2.10	Bioterrorism	Workload	Ongoing
PH Micro I	-	0.20	Laboratory	Workload	Ongoing
PH Prgm Coord	3	3.50	Bioterrorism, AIDS (3)	Workload	Ongoing
RN II	6	4.00	Bioterrorism, Maternal Health (3), Family Plan, PHNursing	Workload	Ongoing
Secretary II	1	1.00	AIDS	Workload	Ongoing
SMA	2	2.40	Program Analysis	Workload	Ongoing
Social Wkr II	2	2.00	AIDS	Workload	Ongoing
SPHN	3	2.00	FSS,Family Plan, Child Hlth,PHN Field Nursing	Workload	Ongoing

**Staffing Changes**

<b>Classification</b>	<b>Authorized Position Changes</b>	<b>Budgeted FTE Changes</b>	<b>Program/Reason</b>	<b>Request Type</b>	<b>Temporary/ Ongoing</b>
SSSP	-	0.50	PALS	Workload	Ongoing
Staff Analyst II	2	1.90	Family Plan, Title I(2)	Workload	Ongoing
Supv ASA I	1	1.00	Automated systems support	Workload	Ongoing
Supv HAS	1	1.00	WIC	Workload	Ongoing
Supv Nutritionist	1	1.00	WIC	Workload	Ongoing
Vector Control Tech	1	1.00	Vector Control	Workload	Ongoing
Contract Dentist	1	0.10	Child Health	Workload	Ongoing
Contract TURN Ofcr	1	0.10	TURN	Workload	Ongoing
Admin Clerk II	(1)	(1.00)	Child Health	Workload	Ongoing
Contract HIV Plan Coun	(1)	(1.00)	Title I	Workload	Ongoing
Clerk IV	(2)	(2.00)	Maternal Health, Nutrition	Workload	Ongoing
EHS I	(1)	(1.00)	Waste Management	Workload	Ongoing
EHS II	(1)	(1.40)	Food Protection	Workload	Ongoing
EHS III	(1)	(1.00)	Vector Control	Workload	Ongoing
Fiscal Clerk I	1	(0.10)	FAS	Workload	Ongoing
Fiscal Clerk II	(1)	(1.20)	FAS	Workload	Ongoing
GSW II	(1)	(0.30)	Nutrition	Workload	Ongoing
Graphic Designer	(1)	(0.30)	Health education sport	Workload	Ongoing
HES I	(1)	(0.10)	Health education sport	Workload	Ongoing
HES II	(1)	(0.25)	Health education sport	Workload	Ongoing
HAS II	(2)	(2.00)	Nutrition, FSS	Workload	Ongoing
LVN II	(1)	(0.20)	Child Health	Workload	Ongoing
Nutritionist	(4)	(3.50)	Nutrition	Workload	Ongoing
Planner III	(1)	(1.00)	Waste Management	Workload	Ongoing
PHN II	(2)	(3.10)	Maternal Health	Workload	Ongoing
PIC	(1)	(0.40)	Maternal Health	Workload	Ongoing
PH Manager	(1)	(0.90)	Child Health	Workload	Ongoing
PH Clinic Supv	-	(0.50)	Material Health	Workload	Ongoing
PSE	(37)	(18.30)	Total department	Workload	Ongoing
Secretary I	(1)	0.20	EMS	Workload	Ongoing
Staff Analyst II	(1)	(0.40)	Title I	Workload	Ongoing
Supv Social Worker	(1)	(1.00)	Family Planning	Workload	Ongoing
Contract MD	-	(3.55)	Total department	Workload	Ongoing
NP/Contract NP	7	(0.60)	Nurse Practitioner staff	Workload	Ongoing
Cont PH Dental Asst	(1)	(0.50)	Child Health	Workload	Ongoing
Contract PH Dental Hyg	1	(1.40)	Child Health	Workload	Ongoing
Vacancy Factor	-	4.00	Decrease in non-disparage vacancy	Workload	Ongoing
	14	28.20			

POLICY ITEMS				
Appropriation	Revenue	Local Cost	Budgeted Staffing	Description
350,000	-	350,000		HIPAA Compliant Medical Billing System
287,117	-	287,117		Relocation of Animal Care & Control and Vector Control
118,932	-	118,932		Relocation of Redlands area Public Health Clinic, Environmental Health, and WIC (Women, Infant and Children
756,049	-	756,049	-	Totals

**POLICY DESCRIPTION FORM**

DEPARTMENT/GROUP: Public Health  
 TITLE: HIPAA Compliant Medical Billing System

BUDGET CODE: 0010

PRIORITY: RANK 1 of 3 FUNDING: FULL YEAR ☒ Other:    mos.

ITEM STATUS: Restoration: ☐ Program Change: ☒ Workload: ☐

**OPERATIONAL AND/OR FISCAL IMPACT:** A legacy DOS-based billing system that is currently used by DPH for all Medi-Cal, Family PACT, and CHDP claims must be replaced in order to meet federal standards for electronic submission of medical claims and standards for security. The current system is DOS-based and does not comply with the HIPAA (Health Insurance Portability and Accountability Act of 1996) final rule for electronic transactions and code sets (65 FR 50312). Nor does the Public Health billing system meet proposed HIPAA security rules (CMS-0049-F) that are expected to be final in spring/summer 2002.

In March 2001 the Department of Public Health collaborated with the Information Services Department to circulate a Request for Information (RFI) that sought information from vendors about the availability of HIPAA-compliant medical billing systems. At least two information systems that would meet or exceed DPH' requirements were identified. Based upon the RFI responses it was deemed feasible to procure a pre-built system for medical claiming purposes. The cost estimates below are based on the March 2001 RFI responses.

<b>APPROPRIATIONS</b>		<b>2002-03</b>	<b>2003-04</b>
<b>Salaries &amp; Benefits</b>			
<u>Budgeted Staff</u>	<u>Amount</u>	<u>\$0</u>	<u>\$0</u>
	\$0		
<b>Service &amp; Supplies</b>		<u>\$350,000</u>	<u>\$0</u>
Server, Software, Site licenses (bundle, Year 1)	\$300,000		
Professional Services (start-up)	\$50,000		
Reimbursements (Specify)	\$0		
<b>TOTAL:</b>		<b><u>\$350,000</u></b>	<b><u>\$0</u></b>
<b>REVENUE (Specify Source)</b>			
None		\$0	\$0
<b>TOTAL Revenue:</b>		<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>LOCAL COST</b>		<b><u>\$350,000</u></b>	<b><u>\$0</u></b>

## POLICY DESCRIPTION FORM

DEPARTMENT/GROUP: Public Health Department / HSS BUDGET CODE: AAA PHL  
 TITLE: Relocation of Animal Care & Control and Vector Control

PRIORITY: RANK 2 of 3 FUNDING: FULL YEAR ☒ Other: ☐ \_\_\_\_\_ mos.

ITEM STATUS: Restoration: ☐ Program Change: ☒ Workload: ☐

## OPERATIONAL AND/OR FISCAL IMPACT:

Animal Care & Control program administration is presently housed in a leased facility at 606 East Mill Street in 3,900 square feet. The Vector Control program is located in a leased facility at 2355 East Fifth Street encompassing a 5,000 sq. ft. building in addition to 5,000 sq. ft. of outdoor facilities. Both ACC and VC facilities are at full capacity for staff and do not have sufficient storage and operating areas for current operations. The leases expire June 30, 2002 and July 31, 2003 respectively (a three year renewal is being prepared).

The Department projects a 25% growth of the programs over the next ten years and expansion space is not available at the current sites. A combined facility makes organizational and practical sense for the management of these programs.

On June 8, 2001, the County Administrative Office approved CIP #01-44 for 21,671 sq. ft. for a seven year lease with options to 20 years. The yearly cost of the lease is estimated to be \$390,078. Current annual lease costs total \$102,961, leaving a difference of \$287,117.

In addition, the Department of Public Health has been working with the CAO and Architecture and Engineering Department on expansion of animal shelter capacity at Devore or other site(s), which could include these administrative offices.

LEASE ALTERNATIVE		
APPROPRIATIONS	2002-03	2003-04
Salaries & Benefits		
Service & Supplies		
Equipment		
<b>FIXED ASSETS</b>		
Reimbursements (Specify)		
5045 Inter-Fund Trans Out	\$287,117	\$287,117
<b>TOTAL:</b>		
<b>REVENUE (Specify Source)</b>		
None	\$ _____	\$ _____
<b>LOCAL COST</b>	<u>\$287,117</u>	<u>\$287,117</u>
PURCHASE/CONSTRUCTION ALTERNATIVE		
APPROPRIATIONS	2002-03	2003-04
Salaries & Benefits		
Service & Supplies		
Equipment		
<b>FIXED ASSETS</b>		
Reimbursements (Specify)		
5045 Inter-Fund Trans Out	\$1,300,000	\$0
<b>TOTAL:</b>		
<b>REVENUE (Specify Source)</b>		
None		\$ _____
<b>LOCAL COST</b>	<u>\$1,300,000</u>	<u>\$0</u>

**POLICY DESCRIPTION FORM**

DEPARTMENT/GROUP: Public Health Department / HSS BUDGET CODE:AAA PHL  
 TITLE: Relocation of Redlands area Public Health Clinic, Environmental Health Services, and WIC (Women, Infants and Children)

PRIORITY: RANK 3 of 3 FUNDING: FULL YEAR ☒ Other: ☐ \_\_\_\_\_ mos.

ITEM STATUS: Restoration: ☐ Program Change: ☒ Workload: ☐

**OPERATIONAL AND/OR FISCAL IMPACT:**

On February 16, 2001, in order to make County owned space available for the Courts, the County Administrative Office approved a CIP (#01-08) for 5,869 square feet to relocate the Public Health clinic and Environmental Health Services located in the County-owned building at 222 Brookside to leased space. 222 Brookside is adjacent to the court building located at 216 Brookside and moving PHD would provide space for the District Attorney and Courts for jury assembly room.

On November 16, 2001, the CAO approved CIP #01-89 to increase the previous space request to 8,210 sq. ft., to include the Women, Infants and Children Program (WIC).

Due to the paucity of appropriate space, Real Estate Services is currently conducting a Solicitation of Proposals Process for 11,000 sq. ft. for a five to seven year lease with options to 10 years. The yearly cost of the lease is estimated to be \$224,400. The Department of Public Health is requesting funding for that portion of the increased cost which cannot be recovered through fee increases (Environmental Health) and reimbursement through increased grant funding (WIC).

The Public Health clinical services currently housed at 222 Brookside are funded primarily by Medi-Cal fee for service. Medi-Cal fee rates are established by the federal government, and have not changed in two years. There is no available mechanism within the control of the Department of Public Health to recover these increased costs resulting from the move from 222 Brookside required to accommodate the Courts.

<b>APPROPRIATIONS</b>	<b>2002-03</b>	<b>2003-04</b>
<b>Salaries &amp; Benefits</b>		
<b>Service &amp; Supplies</b>		
2905 Rents and Leases	\$118,932	\$118,932
Equipment		
<b>FIXED ASSETS</b>		
Reimbursements (Specify)		
<b>TOTAL:</b>	<b><u>\$118,932</u></b>	<b><u>\$118,932</u></b>
<b>REVENUE (Specify Source)</b>		
None	\$ <u>0</u>	\$ <u>0</u>
<b>LOCAL COST</b>	<b><u>\$118,932</u></b>	<b><u>\$118,932</u></b>

## FEE ADJUSTMENTS

**Department:** Public Health

**Prepared By:** Terri Carlson

**Phone #:** 909-387-6773

PUBLIC HEALTH

APPROPRIATION CHANGE/FEE CHANGE	BUDGETED STAFFING	IMPACT
Add a \$50/occurrence fee for after hours death registration, extending to \$600/year on the average.	0.05 FTE plus weekend on-call (non-work) time.	If a new fee is not approved for after hours death registration, the Department of Public Health will be unable to offset the cost of providing after hours on-call services to mortuaries throughout the County of San Bernardino and other California counties.



## PUBLIC HEALTH

**PAGE A - FEE ADJUSTMENT CALCULATION**

PAGE A 1 of 1

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projected Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)	
16.0213A(a) (2) Vital Statistics- After Hours Death Registration			-	50	12	600	50	600	This first time fee for service benefits the public by ensuring an expeditious death registration/burial permit process outside regular business hours. Fees are chargeable to the for-profit mortuary and are recoverable from members of the public who directly benefit from the service provided.
			-			-	-	-	
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			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
TOTAL THIS PAGE			-			600		600	
GRAND TOTAL (All Page A's)			-			600		600	

1-8-14

# REVISED/NEW FEE REQUESTS

Department: Public Health  
 Prepared By: Terri Carlson  
 Phone #: 909-387-6773

PAGE B - PROGRAM COSTS

PAGE B \_\_1\_ of \_\_1\_

PUBLIC HEALTH

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213A(a) (2) Vital Statistics- After Hours Death Registration	600	36	-	636
				-
				-
				-
				-
				-
<b>TOTAL THIS PAGE</b>	600	36	-	636
<b>GRAND TOTAL (All Page B's)</b>	600	36	-	636

## FEE ADJUSTMENTS

Department: Public Health - Immunization Program

Prepared By: Marie Byrne

Phone #: 909-383-3085

PUBLIC HEALTH

APPROPRIATION CHANGE/FEE CHANGE	BUDGETED STAFFING	IMPACT
115,000	-	Offset increased supply cost for vaccines and medical supplies. If not approved, immunization services may need to be curtailed, if necessary supplies and services can't be procured.

## PUBLIC HEALTH

**PAGE A - FEE ADJUSTMENT CALCULATION**

**PAGE A**      1   of   1  

**PHONE #:** 909-383-3085

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projected Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)	
16.0213A ( C ) (4) (L) Pediatric administrative fee	8	18,600	148,800	10	18,600	186,000	2	37,200	Increased supply cost
16.0213A ( C ) (4) (M) Adult/Travel adminstrative fee	-	5,000	-	15	5,000	75,000	15	75,000	Add fee to offset increase is S&S
16.0213A Tetanus Vaccine Fee	5	640	3,200	15	400	6,000	10	2,800	Increase in vaccine cost
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
<b>TOTAL THIS PAGE</b>			152,000			267,000		115,000	
<b>GRAND TOTAL (All Page A's)</b>			152,000			267,000		115,000	

1-8-17

# REVISED/NEW FEE REQUESTS

Department: Public Health - Immunization Program  
 Prepared By: Marie Byrne  
 Phone #: 909-383-3085

PAGE B - PROGRAM COSTS

PAGE B   1   of   1  

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.021A( c )(4) Immunization Program	267,000	869,224	444,500	1,580,724
				-
				-
				-
				-
				-
<b>TOTAL THIS PAGE</b>	267,000	869,224	444,500	1,580,724
<b>GRAND TOTAL (All Page B's)</b>	267,000	869,224	444,500	1,580,724

1-8-18

PUBLIC HEALTH

## FEE ADJUSTMENTS

**Department:** Public Health - TB Control

**Prepared By:** Marie Byrne

**Phone #:** 909-383-3085

PUBLIC HEALTH

APPROPRIATION CHANGE/FEE CHANGE	BUDGETED STAFFING	IMPACT
47,500	-	Offset increased supply cost. If not approved, services may need to be curtailed, if necessary supplies and services can't be procured.

1-8-19

**2002-03 REVISED/NEW FEE REQUESTS**

**DEPARTMENT:** Public Health - TB Control Program  
**PREPARED BY:** Marie Byne  
**PHONE #:** 909-383-3085

**PAGE A - FEE ADJUSTMENT CALCULATION**

**PAGE A**      1   of   1  

PUBLIC HEALTH

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projected Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)	
16.021A( c )(2) (P) Tuberculin Skin Test	10	7,500	75,000	15	7,500	112,500	5	37,500	Increased supply cost
16.0213A ( C ) (2) (D) Chest X Rays	25	2,000	50,000	30	2,000	60,000	5	10,000	Increased supply cost
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
<b>TOTAL THIS PAGE</b>			125,000			172,500		47,500	
<b>GRAND TOTAL (All Page A's)</b>			125,000			172,500		47,500	

1-8-20

REVISED/NEW FEE REQUESTS

Department: Public Health - TB Control Program  
Prepared By: Marie Byrne  
Phone #: 909-383-3085

PAGE B - PROGRAM COSTS  
  
PAGE B \_\_1\_ of \_\_1

1-8-21

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.021A( c )(2) Tuberculosis Control Program	172,000	420,250	708,300	13,005,500
				-
				-
				-
				-
				-
TOTAL THIS PAGE	172,000	420,250	708,300	13,005,500
GRAND TOTAL (All Page B's)	172,000	420,250	708,300	13,005,500



**FEE ADJUSTMENTS**

**Department:** \_\_\_\_\_  
Public Health

**Prepared By:** \_\_\_\_\_  
Jeanne L. Kroeger

**Phone #:** \_\_\_\_\_  
(909) 891-3851

APPROPRIATION CHANGE/FEE CHANGE	BUDGETED STAFFING	IMPACT
170,725	-	Pet overpopulation continues to climb. This fee increase only affects unspayed/unneutered dogs. There is NO increase for licensed dogs that are spayed/neutered which is significantly less (\$1.00 per month). All other fees remain the same.

## 2002-03 REVISED/NEW FEE REQUESTS

DEPARTMENT: Public Health - Animal Control  
 PREPARED BY: Jeanne L. Kroeger  
 PHONE #: (909) 891-3851

PAGE A - FEE ADJUSTMENT CALCULATION

PAGE A 1 of 1

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projected Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)	
Animal Licensing 16.0213A(b)(2)(A)(I) Unsprayed/Unneutered monthly fees 0 -12 month durations	2	81,500	163,000	5	61,125	305,625	3	142,625	Spaying and neutering are effective means of reducing pet overpopulation. This fee revision will offer an incentive to pet owners to spray/neuter their dog. This, coupled with the Boards support of the Spray/neuter voucher program, will proactively reduce the number of unwanted animals and program operational costs.
Monthly fees 13-24 month durations	2	10,500	21,000	5	7,900	39,500	3	18,500	
Monthly fees 25+ month durations	2	5,450	10,900	5	4,100	20,500	3	9,600	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
			-			-	-	-	
<b>TOTAL THIS PAGE</b>		97,450	194,900		73,125	365,625		170,725	NOTE: It is expected that there will be a reduction in the number of units during the first year.
<b>GRAND TOTAL (All Page A's)</b>		97,450	194,900		73,125	365,625		170,725	

REVISED/NEW FEE REQUESTS

Department: Public Health  
Prepared By: Jeanne L. Kroeger  
Phone #: (909) 891-3851

PAGE B - PROGRAM COSTS  
  
PAGE B   1   of   1  

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
Animal Licensing Unspayed/Unneutered monthly fees 16.0213A(b)(2)(A)(I)	365,625	-	-	365,625
				-
				-
				-
				-
				-
				-
TOTAL THIS PAGE	365,625 #	- #	-	365,625
GRAND TOTAL (All Page B's)	365,625	-	-	365,625

FEE ADJUSTMENTS				
Department:	PUBLIC HEALTH			
Prepared By:	DAN AVERA			
Phone #:	387-4688			
APPROPRIATION CHANGE/FEE CHANGE	BUDGETED STAFFING	IMPACT		
191,430	-	If fee change is not adopted, last year's rates will be used and revenues will be insufficient to cover costs of providing environmental health inspection services, and insufficient to cover costs of updating obsolete non-integrated software systems. As two vacancies occur at the Environmental Health Specialist II level, they will not be filled and the required inspections will not be completed. As one clerical vacancy occurs, it will not be filled and service delivery will be delayed.		

[illegible]

DEPARTMENT:		PUBLIC HEALTH				PAGE A - FEE ADJUSTMENT CALCULATION														
PREPARED BY:		DAN AVERA																		
PHONE #:		387-4688																		PAGE A    2    of    9
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE											
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projecte d Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)												
16.0213(B)(b) Food/Recreational Health Program Fee (4) Food handling places, warehouses, convenience stores, grocery, vegetable & meat markets:																				
(B) Food processor/wholesale:																				
(I) 0 - 1,499 sq. ft.	316	69	21,804	332	69	22,908	16	1,104	5% for salary inc, facility cost, and improve automation											
(II) 1,500 - 3,499 sq. ft.	437	19	8,303	459	19	8,721	22	418	5% for salary inc, facility cost, and improve automation											
(III) 3,500 - 9,999 sq. ft.	704	19	13,376	739	19	14,041	35	665	5% for salary inc, facility cost, and improve automation											
(IV) 10,000 - 49,999 sq. ft.	1076	36	38,736	1,130	36	40,680	54	1,944	5% for salary inc, facility cost, and improve automation											
(V) 50,000 - 99,999 sq. ft.	1259	4	5,036	1,322	4	5,288	63	252	5% for salary inc, facility cost, and improve automation											
(VI) 100,000 - 199,999 sq. ft.	1469	4	5,876	1,542	4	6,168	73	292	5% for salary inc, facility cost, and improve automation											
(VII) 200,000 sq. ft. and up	1730	3	5,190	1,816	3	5,448	86	258	5% for salary inc, facility cost, and improve automation											
16.0213(B)(b) Food/Recreational Health Program Fee (4) Food handling places, warehouses, convenience stores, grocery, vegetable & meat markets:																				
(C) Food distributors/wholesale:																				
(I) 0 - 1,499 sq. ft.	249	37	9,213	261	38	9,918	12	705	5% for salary inc, facility cost, and improve automation											
(II) 1,500 - 3,499 sq. ft.	403	22	8,866	423	22	9,306	20	440	5% for salary inc, facility cost, and improve automation											
(III) 3,500 - 9,999 sq. ft.	513	27	13,851	539	27	14,553	26	702	5% for salary inc, facility cost, and improve automation											
(IV) 10,000 - 49,999 sq. ft.	809	30	24,270	849	30	25,470	40	1,200	5% for salary inc, facility cost, and improve automation											
(V) 50,000 - 99,999 sq. ft.	967	17	16,439	1,015	17	17,255	48	816	5% for salary inc, facility cost, and improve automation											
(VI) 100,000 sq. ft. and up	1,087	28	30,436	1,141	28	31,948	54	1,512	5% for salary inc, facility cost, and improve automation											
16.0213(B)(b) Food/Recreational Health Program Fee (4) Food handling places, warehouses, convenience stores, grocery, vegetable & meat markets:			-			-	-	-												
(D) Food salvager wholesale:																				
(I) 0 - 3,499 sq. ft.	441	3	1,323	463	3	1,389	22	66	5% for salary inc, facility cost, and improve automation											
(II) 3,500 - 49,999 sq. ft.	928	3	2,784	974	3	2,922	46	138	5% for salary inc, facility cost, and improve automation											
TOTAL THIS PAGE			205,503			216,015		10,512												
GRAND TOTAL (All Page A's)			4,028,099			4,219,529		191,430												

DEPARTMENT:		PUBLIC HEALTH					PAGE A - FEE ADJUSTMENT CALCULATION				
PREPARED BY:		DAN AVERA									
PHONE #:		387-4688					PAGE A 3 of 9				

DEPARTMENT:		PUBLIC HEALTH					PAGE A - FEE ADJUSTMENT CALCULATION				
PREPARED BY:		DAN AVERA									
PHONE #:		387-4688					PAGE A 4 of 9				



## 2002-03 REVISED/NEW FEE REQUESTS

DEPARTMENT: PUBLIC HEALTH  
 PREPARED BY: DAN AVERA  
 PHONE #: 387-4688

PAGE A - FEE ADJUSTMENT CALCULATION

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CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projected Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)	
16.0213(B)(b) Food/Recreational Health Program Fee (15) Swimming pools, special use pools, natural bathing									
(B) Each public swimming pool or spa (commercial unit)-health club, water slide	231	46	10,626	243	46	11,178	12	552	5% for salary inc, facility cost, and improve automation
(C) Each natural bathing place and swimming lagoon	231	15	3,465	243	15	3,645	12	180	5% for salary inc, facility cost, and improve automation
16.0213(B)(c) Milk & Dairy Program Fees. (1) Dairies and milk production:									
(B) Milk store	105	21	2,205	110	21	2,310	5	105	5% for salary inc, facility cost, and improve automation
(C) Milk distributor	175	17	2,975	184	17	3,128	9	153	5% for salary inc, facility cost, and improve automation
<b>TOTAL THIS PAGE</b>			19,271			20,261		990	
<b>GRAND TOTAL (All Page A's)</b>			4,028,099			4,219,529		191,430	

DEPARTMENT: PUBLIC HEALTH  
 PREPARED BY: DAN AVERA  
 PHONE #: 387-4688

PAGE A - FEE ADJUSTMENT CALCULATION

PAGE A 6 of 9

CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projected Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)	
16.0213(B)(g) Land Use Fees (3) Real Estate Letter	41	18	738	43	18	774	2	36	5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (5) General Plan Amendment (minor/major)	141	18	2,538	148	18	2,664	7	126	5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (9) Conditional Use Permits (A)Conditional use review of sludge composting or solid waste to energy facilities	765	1	765	803	1	803	38	38	5% for salary inc, facility cost, and improve automation
(B)Other conditional use permits /PUP/mining and reclamation /dev. Rev.	319	70	22,330	335	70	23,450	16	1,120	5% for salary inc, facility cost, and improve automation
(C)Interim operation of land requiring conditional use permit/TUP	280			294			14		5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (10)Department review of land use and development projects	280	5	1,400	294	5	1,470	14	70	5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (12)Major Variance	323	6	1,938	339	6	2,034	16	96	5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (13)Minor variance	150	3	450	158	3	474	8	24	5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (14)Tentative tract review	594	13	7,722	624	13	8,112	30	390	5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (15)Minor subdivision/tetative parcel maps	163	32	5,216	171	32	5,472	8	256	5% for salary inc, facility cost, and improve automation
16.0213(B)(g) Land Use Fees (17)Land use review	55	50	2,750	58	50	2,900	3	150	5% for salary inc, facility cost, and improve automation
<b>TOTAL THIS PAGE</b>			45,847			48,153		2,306	
<b>GRAND TOTAL (All Page A's)</b>			4,028,099			4,219,529		191,430	

DEPARTMENT:		PUBLIC HEALTH					PAGE A - FEE ADJUSTMENT CALCULATION				
PREPARED BY:		DAN AVERA									
PHONE #:		387-4688					PAGE A    7   of   9				
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	PROPOSED BUDGET			REQUESTED FEE CHANGE			DIFFERENCE		JUSTIFICATION OF CHANGE		
	(A) Current Fee	(B) Units In Budget	(C) Revenue In Budget (A)x(B)	(D) Revised/ New Fee	(E) Projected Units	(F) Projected Fee Rev (D)x(E)	(G) Change In Fee (D)-(A)	(H) Change In Revenue (F)-(C)			
16.0213(B)(h)Water/Waste Water Program Fees (1)Wells(A)Well Construction											
(I)Agricultural, individual, domestic without mandatory	184	161	29,624	193	161	31,073	9	1,449	5% for salary inc, facility cost, and improve automation		
(II)Public Water Supply	388	39	15,132	407	39	15,873	19	741	5% for salary inc, facility cost, and improve automation		
(III)Community, domestic, industrial	326	23	7,498	342	23	7,866	16	368	5% for salary inc, facility cost, and improve automation		
(IV)Test exploratory, observation, vadose, cathodic(includes anode)	184	469	86,296	193	469	90,517	9	4,221	5% for salary inc, facility cost, and improve automation		
(B)Well reconstruction (modification/destruction)	184	106	19,504	193	106	20,458	9	954	5% for salary inc, facility cost, and improve automation		
(C)Pre-approval fee	63	68	4,284	66	68	4,488	3	204	5% for salary inc, facility cost, and improve automation		
16.0213(B)(h)Water/Waste Water Program Fees (2)Annual surveillance fees and hourly charges			-			-	-	-			
(A)State Small Systems	215	46	9,890	226	46	10,396	11	506	5% for salary inc, facility cost, and improve automation		
(B)Non community system (I)Food/lodging establishments	215	62	13,330	226	62	14,012	11	682	5% for salary inc, facility cost, and improve automation		
(II)Organized camps/R.V. Parks	326	78	25,428	342	78	26,676	16	1,248	5% for salary inc, facility cost, and improve automation		
(III)Industrial	431	38	16,378	453	38	17,214	22	836	5% for salary inc, facility cost, and improve automation		
(C)Community system	698	79	55,142	733	79	57,907	35	2,765	5% for salary inc, facility cost, and improve automation		
16.0213(B)(h)Water/Waste Water Program Fees (3) Well driller registration	32	80	2,560	34	80	2,720	2	160	5% for salary inc, facility cost, and improve automation		
TOTAL THIS PAGE			285,066			299,200		14,134			
GRAND TOTAL (All Page A's)			4,028,099			4,219,529		191,430			

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DEPARTMENT:		PUBLIC HEALTH					PAGE A - FEE ADJUSTMENT CALCULATION				
PREPARED BY:		DAN AVERA									
PHONE #:		387-4688					PAGE A    9  of  9				

REVISED/NEW FEE REQUESTS				
Department:	PUBLIC HEALTH			PAGE B - PROGRAM COSTS
Prepared By:	DAN AVERA			
Phone #:	387-4688			PAGE B <u>  1  </u> of <u>  9  </u>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(b) Food/Recreational Health Program Fee (1) Public eating place (seating or customer capacity):				
(A) 0 - 24	444,912	-	-	444,912
(B) 25 - 59	346,076	-	-	346,076
(C) 60 - 99	327,120	-	-	327,120
(D) 100 - 149	161,304	-	-	161,304
(E) 150 - up	218,673	-	-	218,673
16.0213(B)(b) Food/Recreational Health Program Fee (3) Food handling places/drink services:				
(A) (I) 0 - 499 sq. ft.	6,302	-	-	6,302
(II) 500 - 1,499 sq. ft.	32,841	-	-	32,841
(III) 1,500 - 2,499 sq. ft.	49,152	-	-	49,152
(IV) 2,500 - 3,499 sq. ft.	36,685	-	-	36,685
(V) 3,500 - 19,999 sq. ft.	6,312	-	-	6,312
(VI) 20,000 sq. ft and up	-	-	-	-
16.0213(B)(b) Food/Recreational Health Program Fee (4) Food handling places, warehouses, convenience stores, grocery, vegetable & meat markets:				
(A) (I) 0 - 499 sq. ft.	62,322	-	-	62,322
(II) 500 - 1,499 sq. ft.	164,160	-	-	164,160
(III) 1,500 - 2,499 sq. ft.	222,703	-	-	222,703
(IV) 2,500 - 3,499 sq. ft.	107,991	-	-	107,991
(V) 3,500 - 19,999 sq. ft.	81,427	-	-	81,427
(VI) 20,000 - 39,999 sq. ft.	67,144	-	-	67,144
(VII) 40,000 sq. ft. and up	53,568	-	-	53,568
<b>TOTAL THIS PAGE</b>	2,388,692	-	-	2,388,692
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494

REVISED/NEW FEE REQUESTS				
<b>Department:</b>	PUBLIC HEALTH			<b>PAGE B - PROGRAM COSTS</b>
<b>Prepared By:</b>	DAN AVERA			
<b>Phone #:</b>	387-4688			<b>PAGE B 2 of 9</b>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(b) Food/Recreational Health Program Fee (4) Food handling places, warehouses, convenience stores, grocery, vegetable & meat markets:				
(B) Food processor/wholesale:				
(I) 0 - 1,499 sq. ft.	22,908	-	-	22,908
(II) 1,500 - 3,499 sq. ft.	8,721	-	-	8,721
(III) 3,500 - 9,999 sq. ft.	14,041	-	-	14,041
(IV) 10,000 - 49,999 sq. ft.	40,680	-	-	40,680
(V) 50,000 - 99,999 sq. ft.	5,288	-	-	5,288
(VI) 100,000 - 199,999 sq. ft.	6,168	-	-	6,168
(VII) 200,000 sq. ft. and up	5,448	-	-	5,448
16.0213(B)(b) Food/Recreational Health Program Fee (4) Food handling places, warehouses, convenience stores, grocery, vegetable & meat markets:				
(C) Food distributors/wholesale:				
(I) 0 - 1,499 sq. ft.	9,918	-	-	9,918
(II) 1,500 - 3,499 sq. ft.	9,306	-	-	9,306
(III) 3,500 - 9,999 sq. ft.	14,553	-	-	14,553
(IV) 10,000 - 49,999 sq. ft.	25,470	-	-	25,470
(V) 50,000 - 99,999 sq. ft.	17,255	-	-	17,255
(VI) 100,000 sq. ft. and up	31,948	-	-	31,948
16.0213(B)(b) Food/Recreational Health Program Fee (4) Food handling places, warehouses, convenience stores, grocery, vegetable & meat markets:				
(D) Food salvager wholesale:				
(I) 0 - 3,499 sq. ft.	1,389	-	-	1,389
(II) 3,500 - 49,999 sq. ft.	2,922	-	-	2,922
<b>TOTAL THIS PAGE</b>	216,015	-	-	216,015
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494

REVISED/NEW FEE REQUESTS				
Department:	PUBLIC HEALTH			PAGE B - PROGRAM COSTS
Prepared By:	DAN AVERA			
Phone #:	387-4688			PAGE B <u>  3  </u> of <u>  9  </u>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(b) Food/Recreational Health Program Fee (5) Each mobile food facility	86,196	-	-	86,196
16.0213(B)(b) Food/Recreational Health Program Fee (6) Each vending machine	197	-	-	197
16.0213(B)(b) Food/Recreational Health Program Fee (7) Each vending machine	21,284	-	-	21,284
16.0213(B)(b) Food/Recreational Health Program Fee (8) Temporary Food Facility (A) (I) Packaged food handling only:				
(i) 1 day event	2,673	-	-	2,673
(ii) 2-3 day event	3,036	-	-	3,036
(iii) 4-5 day event <b>(new)</b>	1,320	-	-	1,320
(iv) 6-10 day event	828	-	-	828
(v) 11-25 day event	1,105	-	-	1,105
16.0213(B)(b) Food/Recreational Health Program Fee (8) Temporary Food Facility (A) (II) Food preparation:				
(i) 1 day event	13,608	-	-	13,608
(ii) 2-3 day event	30,600	-	-	30,600
(iii) 4-5 day event <b>(new)</b>	10,956	-	-	10,956
(iv) 6-10 day event	4,416	-	-	4,416
(v) 11-25 day event	13,124	-	-	13,124
Health Program Fee (8) Temporary Food Facility (B) Event organizer permit	2,200	-	-	2,200
<b>TOTAL THIS PAGE</b>	191,543	-	-	191,543
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494



REVISED/NEW FEE REQUESTS				
<b>Department:</b>	PUBLIC HEALTH			<b>PAGE B - PROGRAM COSTS</b>
<b>Prepared By:</b>	DAN AVERA			
<b>Phone #:</b>	387-4688			<b>PAGE B 4 of 9</b>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(b) Food/Recreational Health Program Fee (8) Temporary Food Facility (C) Temporary food facility operating at a certified farmer's market:				
(I) Packaged food handling only	6,696	-	-	6,696
(II) Food preparation	21,184	-	-	21,184
16.0213(B)(b) Food/Recreational Health Program Fee (9) Certified farmer's market	1,544	-	-	1,544
16.0213(B)(b) Food/Recreational Health Program Fee (10) Food carts:				
(A) Prepackaged food carts	19,208	-	-	19,208
(B) Food preparation carts	13,452	-	-	13,452
16.0213(B)(b) Food/Recreational Health Program Fee (14) Soft serve:				
(A) First machine on premises	131,614	-	-	131,614
(B) Each additional machine on premises	6,486	-	-	6,486
16.0213(B)(b) Food/Recreational Health Program Fee (15) Swimming pools, special use pools, natural bathing places:				
(A) Each public swimming pool or spa (housing units)-motel, hotel, apartment, condominium	463,007	-	-	463,007
<b>TOTAL THIS PAGE</b>	663,191	-	-	663,191
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494

REVISED/NEW FEE REQUESTS				
<b>Department:</b>	PUBLIC HEALTH			<b>PAGE B - PROGRAM COSTS</b>
<b>Prepared By:</b>	DAN AVERA			
<b>Phone #:</b>	387-4688			<b>PAGE B 5 of 9</b>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(b) Food/Recreational Health Program Fee (15) Swimming pools, special use pools, natural bathing places:				
(B) Each public swimming pool or spa (commercial unit)-health club, water slide	11,178	-	-	11,178
(C) Each natural bathing place and swimming lagoon	3,645	-	-	3,645
16.0213(B)(c) Milk & Dairy Program Fees. (1) Dairies and milk production:				
(B) Milk store	2,310	-	-	2,310
(C) Milk distributor	3,128	-	-	3,128
<b>TOTAL THIS PAGE</b>	20,261	-	-	20,261
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494

REVISED/NEW FEE REQUESTS				
<b>Department:</b>	PUBLIC HEALTH			<b>PAGE B - PROGRAM COSTS</b>
<b>Prepared By:</b>	DAN AVERA			
<b>Phone #:</b>	387-4688			<b>PAGE B 6 of 9</b>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(g) Land Use Fees (3) Real Estate Letter	774	-	-	774
16.0213(B)(g) Land Use Fees (5) General Plan Amendment (minor/major)	2,664	-	-	2,664
16.0213(B)(g) Land Use Fees (9) Conditional Use Permits (A)Conditional use review of sludge composting or solid waste to energy facilities	803	-	-	803
(B)Other conditional use permits /PUP/mining and reclamation /dev. Rev.	23,450	-	-	23,450
(C)Interim operation of land requiring conditional use permit/TUP	-	-	-	-
16.0213(B)(g) Land Use Fees (10)Department review of land use and development projects	1,470	-	-	1,470
16.0213(B)(g) Land Use Fees (12)Major Variance	2,034	-	-	2,034
16.0213(B)(g) Land Use Fees (13)Minor variance	474	-	-	474
16.0213(B)(g) Land Use Fees (14)Tentative tract review	8,112	-	-	8,112
16.0213(B)(g) Land Use Fees (15)Minor subdivision/tetative parcel maps	5,472	-	-	5,472
16.0213(B)(g) Land Use Fees (17)Land use review	2,900	-	-	2,900
<b>TOTAL THIS PAGE</b>	48,153	-	-	48,153
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494

REVISED/NEW FEE REQUESTS				
Department:	PUBLIC HEALTH			PAGE B - PROGRAM COSTS
Prepared By:	DAN AVERA			
Phone #:	387-4688			PAGE B <u>7</u> of <u>9</u>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(h)Water/Waste Water Program Fees				
(1)Wells(A)Well Construction				
(I)Agricultural, individual, domestic without mandatory seal	31,073	-	-	31,073
(II)Public Water Supply	15,873	-	-	15,873
(III)Community, domestic, industrial	7,866	-	-	7,866
(IV)Test exploratory, observation, vadose, cathodic(includes anode)	90,517	-	-	90,517
(B)Well reconstruction (modification/destruction)	20,458	-	-	20,458
(C)Pre-approval fee	4,488	-	-	4,488
16.0213(B)(h)Water/Waste Water Program Fees				
(2)Annual surveillance fees and hourly charges				
(A)State Small Systems	10,396	-	-	10,396
(B)Non community system				
(I)Food/lodging establishments	14,012	-	-	14,012
(II)Organized camps/R.V. Parks	26,676	-	-	26,676
(III)Industrial	17,214	-	-	17,214
(C)Community system	57,907	-	-	57,907
16.0213(B)(h)Water/Waste Water Program Fees				
(3) Well driller registration	2,720	-	-	2,720
<b>TOTAL THIS PAGE</b>	299,200	-	-	299,200
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494

REVISED/NEW FEE REQUESTS					
Department:	PUBLIC HEALTH			PAGE B - PROGRAM COSTS	
Prepared By:	DAN AVERA				
Phone #:	387-4688			PAGE B <u>  8  </u> of <u>  9  </u>	
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)	
16.0213(B)(h) Water/Waste water program fees (5)Liquid Waste hauling and disposal (A) Each vehicle	50,292	-	-	50,292	
16.0213(B)(h) Water/Waste water program fees (10)Sewage disposal Permits (A)Sewage Holding Tank Operating Permit(annual permit)	41,685	-	-	41,685	
16.0213(B)(h) Water/Waste water program fees (11)Plan check form review fees (A)Sewage plans, reports,and permits (I) lot plan & soil review	13,261	-	-	13,261	
(II)single family dwellings percolation test report review	8,052	-	-	8,052	
(III) Commercial Development percolation test report review	18,984	-	-	18,984	
(IV)Subdivision percolation test report review	33,900	-	-	33,900	
(VIII)FHA and VA approvals (iii)sewage approval forms	3,300	-	-	3,300	
<b>TOTAL THIS PAGE</b>	169,474	-	-	169,474	
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494	

REVISED/NEW FEE REQUESTS				
<b>Department:</b>	PUBLIC HEALTH			<b>PAGE B - PROGRAM COSTS</b>
<b>Prepared By:</b>	DAN AVERA			
<b>Phone #:</b>	387-4688			<b>PAGE B 9 of 9</b>
CURRENT SECTION/FEE DESCRIPTION (FOR EXAMPLE, 16.021(C)(1) ABATEMENT PROCESSING	(I) PROJECTED FEE REVENUE (Column [F])	(J) PROJECTED NON FEE REVENUE	(K) GENERAL FUND SUPPORT	(L) ESTIMATED PROGRAM COSTS (I+J+K)
16.0213(B)(i) Housing Program Fees (1)Organized Camps and boarding schools				
(A)Seasonal	2,519	-	-	2,519
(B)Non seasonal	23,392	-	-	23,392
(C)Additions (alterations)	-	-	-	-
16.0213(B)(i) Housing Program Fees (2)Massage Parlors	6,954	-	-	6,954
16.0213(B)(i) Housing Program Fees (3)Mobilehome park, travel trailer park, recreational vehicle park, incedental camping area and tent camps, or any combination thereof				
(A)AnnualSurveillance inspection (I) 2 - 99 sites	10,492	-	-	10,492
(II) 100 - 250 sites	7,320	-	-	7,320
(III) 250 plus sites	1,826	-	-	1,826
(B) Annual Permit	6,561	-	-	6,561
(D) DEHS Administrative fee	22,599	-	-	22,599
16.0213(B)(i)HousingProgram Fee (8)Apartment, Hotel, Motel an rental dwelling unit regulations - B&B's				
(A) Annual Health Permit (I) Annual Base Permit	145,302	-	-	145,302
<b>TOTAL THIS PAGE</b>	226,965	-	-	226,965
<b>GRAND TOTAL (All Page B's)</b>	4,223,494	-	-	4,223,494

## PUBLIC HEALTH

### BUDGET UNIT: CALIFORNIA CHILDREN'S SERVICES (AAA CCS)

#### I. GENERAL PROGRAM STATEMENT

California Children's Services is a state program that provides case management, diagnosis, and treatment services to children up to 21 years of age with severe qualifying medical conditions and whose families are unable to pay for all or part of their care. State law requires the county to maintain a mandated minimum county funding level. In addition to state realignment dollars and the county's mandated contribution, funding also comes from Medi-Cal, private insurance, and patient co-payments.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	5,273,652	7,466,526	5,657,683	10,716,023
Total Revenue	4,004,972	6,181,713	4,486,849	9,177,982
Local Cost	1,268,680	1,284,813	1,170,834	1,538,041
Budgeted Staffing		103.9		154.3
<b><u>Workload Indicators</u></b>				
Cases Managed	7,122	13,824	9,500	10,900
Therapy Units	124,556	124,000	124,000	124,000
Claims Processed	69,001	67,000	90,000	120,000

The California Children's Services budget has no programmatic changes in 2002-03. However, included in the base budget as part of mandated costs are 50.4 new positions to meet staff to caseload ratios required by the state. Per the cost sharing requirements of the program, the local cost impact of this mandate is \$253,228. The state and realignment revenues pay for remaining expense.

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

None

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: California Children's services  
FUND: General AAA CCS

FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

PUBLIC HEALTH

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Salaries and Benefits	4,537,889	5,614,373	3,450,021	-	9,064,394	-	9,064,394	
Services and Supplies	968,894	1,646,243	(228,524)	-	1,417,719	-	1,417,719	
Equipment	-	-	18,000	-	18,000	-	18,000	
Transfers	150,900	205,910	10,000	-	215,910	-	215,910	
Total Appropriation	5,657,683	7,466,526	3,249,497	-	10,716,023	-	10,716,023	
<b>Revenue</b>								
Current Services	12,720	9,100	3,700	-	12,800	-	12,800	
State, Fed or Gov't Aid	3,189,066	4,887,300	2,739,341	-	7,626,641	-	7,626,641	
Other Revenue	250	500	-	-	500	-	500	
Relignment	1,284,813	1,284,813	253,228	-	1,538,041	-	1,538,041	
Total Revenue	4,486,849	6,181,713	2,996,269	-	9,177,982	-	9,177,982	
Fund Balance	1,170,834	1,284,813	253,228	-	1,538,041	-	1,538,041	
Budgeted Staffing		103.9	50.4		154.3		154.3	

Base Year Adjustments

Salaries and Benefits	3,450,021	MOU, workers comp, retirement, increase in state mandated staffing levels
Services and Supplies	(228,524)	Inflation, risk mgmt Liabilities, EHAP, decrease in professional services for treatment of clients
Equipment	18,000	Requested 2 copiers to accomodate increased workload due to increase in state mandated staffing levels
Transfers	10,000	Increase in Public Health administrative charges
Subtotal Base Year Appropriation	<u>3,249,497</u>	
Revenues		
Current Services	3,700	Increase in Health Fees and Private Pay Outpatient
State & Federal Aid	2,739,341	Increase in State Aid to Crippled Children and increase in Medi-Cal Outpatient Aid
Relignment	253,228	Increase in realignment revenue
Total Revenue	<u>2,996,269</u>	
Total Local Cost	<u>253,228</u>	



## Staffing Changes

Classification	Authorized Position Changes	Budgeted FTE Changes	Program/Reason	Request Type	Temporary/ Ongoing
Automated Systems Analyst I		0.50	State mandated increased staffing levels	Workload	Ongoing
Automated Systems Technician		0.80	State mandated increased staffing levels	Workload	Ongoing
Clerk II	7	7.00	State mandated increased staffing levels	Workload	Ongoing
Clerk III	1	1.00	State mandated increased staffing levels	Workload	Ongoing
Financial Interviewer	10	9.00	State mandated increased staffing levels	Workload	Ongoing
Fiscal Clerk II	1	1.00	State mandated increased staffing levels	Workload	Ongoing
Occupational Therapy Assistant	1	2.00	State mandated increased staffing levels	Workload	Ongoing
Physical Therapist Assistant		2.00	State mandated increased staffing levels	Workload	Ongoing
CCS Physician Consultant	2	2.00	State mandated increased staffing levels	Workload	Ongoing
Public Health Nurse II	12	12.00	State mandated increased staffing levels	Workload	Ongoing
Supvg Public Health Nurse	1	1.00	State mandated increased staffing levels	Workload	Ongoing
Pediatric Rehab Therapist II	1	2.00	State mandated increased staffing levels	Workload	Ongoing
Staff Analyst II		0.40	State mandated increased staffing levels	Workload	Ongoing
Supvg Financial Interviewer	1	1.00	State mandated increased staffing levels	Workload	Ongoing
Pediatric Rehab Therapist I	5	10.00	State mandated increased staffing levels	Workload	Ongoing
Therapist for Phys Hncp Children		0.50	State mandated increased staffing levels	Workload	Ongoing
Cont PH Physician 5500		(0.90)	Converted to regular from contract (CCS Phys. Consultant) The net increase of 1.1 in Cont Physician and CCS Physician Consultant is a result of the mandated staffing increase.	Workload	Ongoing
Vacancy Factor		(0.90)	Estimated decrease in vacancy	Workload	Ongoing
Total:	42	50.40			

## PUBLIC HEALTH

### BUDGET UNIT: INDIGENT AMBULANCE (AAA EMC)

#### I. GENERAL PROGRAM STATEMENT

This budget provides financing for those ambulance contractors who transport indigents to the Arrowhead Regional Medical Center, or the closest hospital, under certain life-threatening situations. It also funds transport of indigent tuberculosis patients to Riverside County Hospital for treatment, and up to the extent of available appropriations, pays for the Sheriff's Department transport of indigent inmates. The appropriations in this budget unit are maintained at a constant level. There is no staffing associated with this budget.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	<u>472,501</u>	<u>472,501</u>	<u>472,501</u>	<u>472,501</u>
Local Cost	472,501	472,501	472,501	472,501

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### **STAFFING CHANGES**

None

##### **PROGRAM CHANGES**

None

##### **OTHER CHANGES**

None

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Public Health - Indigent Ambulance  
FUND: General AAA EMC

FUNCTION: Health & Sanitation  
ACTIVITY: Hospital Care

PUBLIC HEALTH

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E	F	E+F G	H
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget	Recommended Program Funded Adjustments	2002-03 Proposed Budget	Policy Items
<b>Appropriations</b>								
Services and Supplies	472,501	472,501	-	-	472,501	-	472,501	
Total Appropriation	472,501	472,501	-	-	472,501	-	472,501	
Local Cost	472,501	472,501	-	-	472,501	-	472,501	

## PUBLIC HEALTH

### BUDGET UNIT: CAJON PASS ILLEGAL DUMPING CLEAN-UP (RPH PHL)

#### I. GENERAL PROGRAM STATEMENT

In December 1998, a fire occurred in Cajon Pass as a result of illegal dumping of an estimated 100,000 tons of solid waste. Approximately 40 haulers and contractors have been identified as the parties responsible for the illegal dumping. This special revenue fund, established and managed by the Department of Public Health, Division of Environmental Health, will be used to account for the settlement contributions of the small haulers and the \$750,000 grant from the California Integrated Waste Management Board (CIWMB) and the expenditures associated with the clean-up effort for the illegal dump in Cajon Pass. The State requires a 10% holdback of funds until the project is completed.

The total estimated cost to clean up the site is \$2,800,000. As a result of the settlement agreement among those identified as haulers, the county and the CIWMB, the CIWMB will contribute \$750,000 and the large haulers will pay the balance of the clean-up cost less the contributions received from the small haulers. CIWMB will cover the cost associated with recycling of green waste and concrete, tipping fees, initial re-vegetation, and other costs as identified in the settlement agreement. There is no staffing associated with this budget unit.

#### II. BUDGET & WORKLOAD HISTORY

	<b>Actual 2000-01</b>	<b>Budget 2001-02</b>	<b>Estimated 2001-02</b>	<b>Budget 2002-03</b>
Total Appropriation	754,639	608,960	430,596	109,396
Total Revenue	1,200,557	163,500	13,532	81,000
Fund Balance		445,460		28,396

#### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

##### PROGRAM CHANGES

Fines collected from small haulers are expected to decrease \$82,500. State Aid represents the 10% holdback of the CIWMB grant. The decrease in services and supplies is a result of the project nearing completion.

#### IV. POLICY ITEMS

None

#### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Public Health - Cajon Pass  
FUND: Special Revenue RPH PHL

FUNCTION: Public Protection  
ACTIVITY: Other Protection

PUBLIC HEALTH

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b><u>Appropriations</u></b>								
Services and Supplies	430,596	608,960	-	-	608,960	(499,564)	109,396	
Total Appropriation	430,596	608,960	-	-	608,960	(499,564)	109,396	
<b><u>Revenue</u></b>								
Fines & Forfeitures	5,490	88,500	-	-	88,500	(82,500)	6,000	
State, Fed or Gov't Aid		75,000	-	-	75,000	-	-	
Other Revenue	8,042	-	-	-	-	-	75,000	
Total Revenue	13,532	163,500	-	-	163,500	(82,500)	81,000	
Fund Balance		445,460	-	-	445,460	(417,064)	28,396	

Recommended Program Funded Adjustments

Services and Supplies	<u>(499,564)</u>	Decrease in professional services used for cleanup of illegal dump.
Total Appropriations	<u>(499,564)</u>	
Revenues		
Fines and Forfeitures	<u>(82,500)</u>	Decrease in fines collected from small haulers.
Total Revenues	<u>(82,500)</u>	
Fund Balance	<u>(417,064)</u>	

## OVERVIEW OF BUDGET

DEPARTMENT: VETERANS AFFAIRS  
DIRECTOR: BILL J. MOSELEY  
BUDGET UNIT: AAA VAF

### I. GENERAL PROGRAM STATEMENT

According to the Secretary of the U.S. Department of Veterans Affairs, approximately one out of three people in the United States are potential V.A. beneficiaries. In San Bernardino County, this means approximately 575,000 veterans, their dependents and survivors will become recipients of veteran's benefits. Veteran's Affairs provides information and assistance to residents in filing claims for benefits and services to which they may be entitled from federal or state governments. These benefits include medical care, insurance, home loans, pension benefits, disability compensation, education, and vocational rehabilitation.

### II. BUDGET & WORKLOAD HISTORY

	<u>Actual 2000-01</u>	<u>Budget 2001-02</u>	<u>Estimated 2001-02</u>	<u>Budget 2002-03</u>
Total Appropriation	812,254	1,068,151	1,016,038	1,108,218
Total Revenue	288,460	264,000	264,000	264,000
Local Cost	523,794	804,151	752,038	844,218
Budgeted Staffing		19.0		19.0
<b><u>Workload Indicators</u></b>				
Subvention Claims Filed	5,592	5,500	6,000	6,000
New Annual Monetary Amounts	7,750,000	7,500,000	7,750,000	7,750,000
Average Annual Award	1,143	1,050	1,100	1,100

Estimated expenditures for 2001-02 are less than budget due to a half year vacancy of a Supervising Veteran Service Officer as well as other vacancies within the department.

### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

#### **STAFFING CHANGES**

None

#### **PROGRAM CHANGES**

None

#### **OTHER CHANGES**

None

### IV. POLICY ITEMS

None

### V. FEE CHANGES

None

GROUP: Human Services System  
DEPARTMENT: Veterans Affairs  
FUND: General Fund AAA VAF

FUNCTION: Public Assistance  
ACTIVITY: Veterans Services

VETERANS AFFAIRS

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
<b>Appropriations</b>								
Salaries and Benefits	803,130	878,630	53,888	-	932,518	1,877	934,395	
Services and Supplies	151,893	125,660	(15,559)	-	110,101	(1,985)	108,116	
Central Computer	11,285	11,285	1,738	-	13,023	-	13,023	
Other Charges	1,800	1,800	-	-	1,800	-	1,800	
Equipment	4,930	5,000	-	-	5,000	-	5,000	
Transfers	43,000	45,776	-	-	45,776	108	45,884	
Total Appropriation	1,016,038	1,068,151	40,067	-	1,108,218	-	1,108,218	
<b>Revenue</b>								
State, Fed or Gov't Aid	264,000	264,000	-	-	264,000	-	264,000	
Total Revenue	264,000	264,000	-	-	264,000	-	264,000	
Local Cost	752,038	804,151	40,067	-	844,218	-	844,218	
Budgeted Staffing		19.0			19.0		19.0	

Base Year Adjustments

Salaries and Benefits	53,888	MOU and retirement increases
Services and Supplies	(15,559)	2% budget reduction
2410 Central Computer	1,738	
Total Appropriation	40,067	
Total Revenue	-	
Total Local Cost	40,067	

Recommended Program Funded Adjustments

Salaries and Benefits	1,877
Services and Supplies	(1,985)
Transfers	108
Total Appropriations	-
Revenues	-
Total Revenues	-
Local Cost	-